

ATTACHMENTS FOR SEPTEMBER 17, 2024 BOARD OF TRUSTEES MEETING

Washington-Centerville Public Library

	<u>Page #</u>
• Director’s Activities	1
• Minutes:	
○ August 20, 2024, Meeting Minutes	3-5
• Fiscal Officer’s Report:	
○ Monthly Cash Position	7
○ Monthly Revenue Statement	8-9
○ Monthly Revenue Budget Statement – General Fund	10
○ Monthly Expense Account Summary	11-14
○ Monthly Expense Budget Summary – General Fund	15-18
○ Monthly Summary Statements	19
○ Notes to the Financial Report	20-21
○ Monthly Investment Report	22-25
○ Notes to the Investment Report	26
○ Personnel Action Appendix	27
○ Monthly Check Register	28-30
• New Business	
○ Appropriation Transfer	32
○ <u>Resolution No. 024-005</u> : Naming of Congress Park Building	33-34
○ <u>Resolution No. 024-006</u> : Acceptance of Montgomery County PLF Formula for 2025 Fiscal Year	35-36
○ <u>Resolution No. 024-007</u> : Transfer to Building Fund	37-38
○ <u>Resolution No. 024-008</u> : Accepting Amounts and Rates As Determined by County Budget Commission	39-44
○ Approval of the Placement of Legal Advertisement - Board of Trustees Vacancy	45
○ Naming Rights Policy	46-48
• Monthly Statistics	50-51

Washington-Centerville Public Library

Director Activities August 16 – September 12, 2024

Library Operations

- Centerville Library renovation
 - Met and communicated with LWC
 - Held open houses with staff to show schematic design
 - Met with Long Range Facilities Committee to discuss replacement of windows, flat roofs, and skylights
- Budget Commission Hearing
 - Provided input on handout
 - Presented library updates
 - Continued discussion on distribution after 2025 and analyzed statistics to propose alternative formula
- Met with potential donor to discuss Indian Cultural Heritage Collection

Communication

- Provided safety tips for Q3
- Responded to complaint about Little Free Library and someone printing political items at Creativity Commons

Community / Professional Involvement

- Friends
 - Attended Friends meeting
 - Set up sorting area in Centerville Library

Sick day – 8/21

Holiday – 9/2

Vacation – 9/5 & 9/6

Board Minutes and Attachments

WASHINGTON-CENTERVILLE PUBLIC LIBRARY
BOARD MEETING MINUTES

August 20, 2024

CALL TO ORDER

The regular Board of Trustees meeting for August 2024 was held at the Centerville Library. Board President Barbara Denison called the meeting to order at 7:01 P.M.

The roll call was as follows: Mr. Bowling, **Absent**; Mrs. Cline, **Present**; Mrs. Denison, **Present**; Mrs. Herrick, **Absent**; Mr. Nunna, **Present**; and Mrs. Suttman, **Present**; also Mrs. Fultz, Library Director; Mr. Monteith, Fiscal Officer; and members of the public.

HEARING OF THE PUBLIC

Mr. Monteith stated that there was no hearing of the public this month.

COMMITTEE REPORT – TRUSTEE INTERVIEW COMMITTEE

Mr. Nunna reported that the Trustee Interview Committee had met on August 12, 2024, for the purpose of interviewing for the open trustee position. As a result of this meeting, the committee is recommending that the board approve the recommendation of David Falkner to the Centerville City School District Board of Education for the unexpired term ending December 31, 2024.

Mrs. Suttman moved to approve the recommendation, and Mr. Nunna seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

Mrs. Denison then reappointed the original Trustee Interview Committee. The committee will again consist of Carol Herrick (Chair), Elizabeth Cline, and Ram Nunna.

APPROVAL OF MINUTES

Mrs. Suttman moved for the approval of the July 16, 2024 Meeting Minutes. Mr. Nunna seconded the motion.

The vote was: **Yes**: 3; **No**: 0; **Abstain**: 1 (Cline)

DIRECTOR'S REPORT

- **FACILITIES**
 - Centerville Library
 - HVAC project has been closed out
 - Chiller pipe and flange rusted
 - Schematic design

- **COLLECTIONS/SERVICES/PROGRAMS**
 - Juvenile Nonfiction DVD/Blu-ray collection eliminated
 - Wright Brothers: Then and Now exhibit at Woodbourne through Sept. 3

- **OTHER**
 - Naming Rights & Name Recognition Policy
 - A resolution will be worked on for next month for the naming of Congress Park. Likely will be named “Legacy Administration Building”.
 - Budget Commission and PLF formula

FISCAL OFFICER’S REPORT

- a. Mr. Monteith presented the monthly financial report for July 2024, including the financial statements (Cash Position, Revenue Summary, Revenue Budget Statement, Expense Summary and General Fund Expense Budget Statement), Notes to the Financial Statements, Monthly Investment Report and Personnel Items for the board’s review and approval.

Mrs. Suttman moved to approve the monthly financial report, and Mr. Nunna seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

The motion is approved.

- b. Payment of August 2024 Expenditures

Mr. Nunna moved to approve the payment of June expenditures, and Mrs. Suttman seconded the motion.

The roll call vote was as follows:

Mr. Bowling	<u>Absent</u>	Mrs. Herrick	<u>Absent</u>
Mrs. Cline	<u>Yes</u>	Mr. Nunna	<u>Yes</u>
Mrs. Denison	<u>Yes</u>	Mrs. Suttman	<u>Yes</u>

The motion is approved.

NEW/OLD BUSINESS

a. Appropriation Transfer

Mr. Monteith stated that this transfer was necessary due to a bill that we recently received from the Ohio Department of Job and Family Services for unemployment. This amount actually goes back to 2020, during the COVID-19 pandemic. It is the belief that we are being billed this amount in error, but to avoid any penalties and interest, we must go ahead and pay the bill.

The requested transfer is:

Account Code	Description	Increase/ (Decrease)
101.00.51930	Unemployment Benefits	\$ 4,444.00
101.10.51610	Health Ins. – Public Services	\$ (4,444.00)

Mrs. Suttman moved to approve the transfer as presented. Mr. Nunna seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

The motion is approved.

ADJOURNMENT

Mrs. Suttman moved to adjourn the meeting at 8:25 P.M. Mr. Nunna seconded the motion.

The vote was: **Yes**: 4; **No**: 0; **Abstain**: 0

The motion to adjourn is approved.

President

Fiscal Officer

Fiscal Officer's Report

Washington-Centerville Public Library
Monthly Cash Position And Reconciled Balances
For The Month Of August 2024

Fund	Monthly Beginning Balance	Revenue	Expenditures	Ending Balance
General Fund	\$ 11,373,033.16	\$ 510,111.91	\$ 680,467.76	\$ 11,202,677.31
Unclaimed Funds	578.00	33.97	0.00	611.97
"The Wall That Heals" Fund	0.00	0.00	0.00	0.00
Special Operating Fund	3,750,186.25	0.00	0.00	3,750,186.25
Building Fund	2,873,007.63	0.00	0.00	2,873,007.63
Perm. Imp. Fund-IIs	568,950.30	0.00	0.00	568,950.30
Perm. Imp. Fund-Reference/Info	726,336.34	0.00	0.00	726,336.34
Dorothy R. Yeck Good Life End	189.17	0.00	0.00	189.17
Payroll Clearing Fund	15,086.63	128,495.46	113,238.51	30,343.58
	\$ 19,307,367.48	\$ 638,641.34	\$ 793,706.27	\$ 19,152,302.55

Reconciled Balances	
US Bank:	
Checking/Payroll	\$ 2,576,450.56
Investment	5,205,870.44
Dayton Foundation - TWTH	5,470.00
STAR Ohio	10,089,503.59
PNC Capital - Investments	1,355,644.77
PNC Capital - Money Market	34,329.61
Paypal	388.90
Petty Cash	550.00
Total Bank Balances	\$ 19,268,207.87
Outstanding Checks	\$ (120,939.51)
Deposit in Transit	895.34
Adjustments	4,138.85
Reconciled Balance	\$ 19,152,302.55

See Notes to the Financial Report

Washington-Centerville Public Library
Monthly Revenue Statement
For The Month Of August 2024 And Year-to-Date

101 - GENERAL FUND					
	Estimated Revenue	Month-to-date Actual Revenue	Year-to-date Actual Revenue	Collected Percent	
PUBLIC LIBRARY FUND	\$ 2,866,382.00	\$ 213,197.45	\$ 1,832,995.85	63.95%	1
GENERAL PROPERTY TAXES	4,580,609.00	199,923.00	4,708,927.60	102.80%	2
PROPERTY TAX ROLLBACK	615,000.00	-	302,586.48	49.20%	
GRANTS - FEDERAL, STATE & LOCAL	-	2,916.40	3,573.32	0.00%	
PATRON FINES & FEES	29,000.00	2,441.36	20,658.08	71.23%	
COPIER INCOME	28,750.00	3,182.23	23,882.89	83.07%	
PROGRAM FEES	6,500.00	-	9,009.44	138.61%	
PASSPORT EXECUTION FEES	25,000.00	2,380.00	16,900.00	67.60%	
PASSPORT PHOTOS	5,400.00	550.00	3,930.00	72.78%	
PATRON SUPPLIES	20,350.00	2,918.64	19,828.39	97.44%	
INTEREST INCOME	250,000.00	80,903.72	515,652.87	206.26%	3
DONATIONS	25,950.00	105.40	20,406.95	78.64%	
REFUNDS & REIMBURSEMENTS	9,000.00	1,585.25	10,531.45	117.02%	
MISCELLANEOUS-OTHER	50.00	8.46	158.61	317.22%	
TRANSFER IN	-	-	-	0.00%	
TOTAL RECEIPTS-GENERAL FUND	\$ 8,461,991.00	\$ 510,111.91	\$ 7,489,041.93	88.50%	

102 - UNCLAIMED FUNDS				
	Estimated Revenue	Actual Revenue	Revenue	Percent
REFUNDS & REIMBURSEMENTS	\$ -	\$ 33.97	\$ 301.90	0.00%
TRANSFER IN	-	-	-	0.00%
TOTAL RECEIPTS-UNCLAIMED FUNDS	\$ -	\$ 33.97	\$ 301.90	0.00%

205 - SPECIAL OPERATING FUND				
	Estimated Revenue	Actual Revenue	Revenue	Percent
TRANSFER IN	\$ -	\$ -	\$ -	0.00%
FUND	\$ -	\$ -	\$ -	0.00%

401 - BUILDING FUND				
	Estimated Revenue	Actual Revenue	Revenue	Percent
TRANSFERS IN	\$ 2,000,000.00	\$ -	\$ -	0.00%
TOTAL RECEIPTS-BUILDING FUND	\$ 2,000,000.00	\$ -	\$ -	0.00%

Washington-Centerville Public Library
Monthly Revenue Statement
For The Month Of August 2024 And Year-to-Date

450 - PERMANENT IMPROVEMENT - ILS FUND				
	Estimated Revenue	Actual Revenue	Revenue	Percent
TRANSFERS IN	\$ -	\$ -	\$ -	0.00%
TOTAL RECEIPTS-PERM. IMP. FUND	\$ -	\$ -	\$ -	0.00%
451 - PERMANENT IMPROVEMENT - TECHNOLOGY FUND				
	Estimated Revenue	Actual Revenue	Revenue	Percent
TRANSFERS IN	\$ -	\$ -	\$ -	0.00%
TOTAL PERM. IMP. FUND-TECHNOLOGY	\$ -	\$ -	\$ -	0.00%
898 - DOROTHY R. YECK GOOD LIFE ENDOWMENT				
	Estimated Revenue	Actual Revenue	Revenue	Percent
DONATIONS-RESTRICTED	\$ 4,800.00	\$ -	\$ -	0.00%
TOTAL YECK GOOD LIFE ENDOWMENT	\$ 4,800.00	\$ -	\$ -	0.00%
999 - PAYROLL CLEARING FUND				
	Estimated Revenue	Actual Revenue	Revenue	Percent
REVENUE	\$ -	\$ 128,495.46	\$ 783,943.48	0.00%
TOTAL PAYROLL CLEARING FUND	\$ -	\$ 128,495.46	\$ 783,943.48	0.00%
GRAND TOTAL RECEIPTS	\$ 10,466,791.00	\$ 638,641.34	\$ 8,273,287.31	79.04%

See Notes to the Financial Report

**Washington-Centerville Public Library
Revenue Budget Statement - General Fund
For The Month Of August 2024 And Year-to-Date**

101 - GENERAL FUND						
	Monthly Estimated Revenue	Monthly Revenue	Favorable/ (Unfavorable)	YTD Estimated Revenue	YTD Revenue	Favorable/ (Unfavorable)
Public Library Fund	\$ 210,057.47	\$ 213,197.45	\$ 3,139.98	\$ 1,904,299.95	\$ 1,832,995.85	\$ (71,304.10) 1
General Property Taxes	-	199,923.00	199,923.00	4,328,675.51	4,708,927.60	380,252.09 2
Property Tax Rollback	-	-	-	307,500.00	302,586.48	-
Federal Grants	-	2,916.40	2,916.40	-	3,573.32	3,573.32
Local Grants	-	-	-	-	-	-
Patron Fines & Fees	2,416.67	2,441.36	24.69	19,333.33	20,658.08	1,324.75
Copier, Fax and Printing	2,395.83	3,182.23	786.40	19,166.67	23,882.89	4,716.22
Program Fees	-	-	-	6,500.00	9,009.44	2,509.44
Passport Execution Fees	2,083.33	2,380.00	296.67	16,666.67	16,900.00	233.33
Passport Photos	450.00	550.00	100.00	3,600.00	3,930.00	330.00
Patron Supplies	1,695.83	2,918.64	1,222.81	13,566.67	19,828.39	6,261.72
Interest Income	22,500.00	80,903.72	58,403.72	175,000.00	515,652.87	340,652.87 3
Donations	696.59	105.40	(591.19)	23,163.64	20,406.95	(2,756.69)
Refunds & Reimbursements	300.00	1,585.25	1,285.25	7,800.00	10,531.45	2,731.45
Miscellaneous-Other	4.17	8.46	4.29	33.33	158.61	125.28
Transfer In	-	-	-	-	-	-
TOTAL GENERAL FUND	\$ 242,599.90	\$ 510,111.91	\$ 267,512.01	\$ 6,825,305.76	\$ 7,489,041.93	\$ 668,649.69

See Notes to the Financial Report

Washington-Centerville Public Library
Expense Account Summary
For the Month of August 2024 and Year-to-Date

	Combined Appropriation	Combined Month- to-date Expenses	Combined Year-to- date Expenses	Combined Encumbrances	Combined Unencumbered Amount	Combined Expended Percent
101 - GENERAL FUND						
1000 SALARIES & BENEFITS						
1100 - SALARIES & LEAVE BENEFITS						
Director/Managers	656,000.00	74,107.24	424,190.01	0.00	231,809.99	64.66%
Library Specialist	1,481,000.00	166,295.45	973,853.45	0.00	507,146.55	65.76%
Technician	216,500.00	16,665.60	135,834.52	0.00	80,665.48	62.74%
Public Services Assistant	403,500.00	39,387.70	261,908.05	0.00	141,591.95	64.91%
Substitute	61,500.00	5,834.69	28,770.29	0.00	32,729.71	46.78%
Fiscal Officer	106,000.00	12,166.32	72,453.66	0.00	33,546.34	68.35%
Administrative Support	465,500.00	48,545.71	283,957.02	0.00	181,542.98	61.00%
Facilities	80,000.00	8,954.40	57,658.24	0.00	22,341.76	72.07%
Library Aides	150,000.00	14,478.85	81,175.82	0.00	68,824.18	54.12%
Driver	6,500.00	1,631.70	1,631.70	0.00	4,868.30	25.10%
Shelving Assistants	105,000.00	13,556.13	73,678.28	0.00	31,321.72	70.17%
TOTAL SALARIES & LEAVE BENEFITS	3,731,500.00	401,623.79	2,395,111.04	0.00	1,336,388.96	64.19%
1400 - RETIREMENT-OPERS						
OPERS	522,430.00	37,249.84	360,592.01	0.00	161,837.99	69.02%
1600 - INSURANCE BENEFITS						
Health Insurance	528,419.04	39,638.68	320,899.29	186,800.71	20,719.04	96.08%
Health Savings Account	105,891.65	6,583.46	54,551.03	42,482.44	8,858.18	91.63%
Dental Insurance	26,152.77	1,779.26	14,267.50	8,132.50	3,752.77	85.65%
Medicare	54,295.00	5,425.24	31,700.59	0.00	22,594.41	58.39%
Life Insurance	4,622.54	231.03	2,252.83	1,372.17	997.54	78.42%
Workers' Compensation	9,500.00	0.00	915.00	0.00	8,585.00	9.63%
TOTAL INSURANCE BENEFITS	728,881.00	53,657.67	424,586.24	238,787.82	65,506.94	58.25%
1900 - OTHER EMPLOYEE BENEFITS						
Unemployment Benefits	4,444.00	4,444.00	4,444.00	0.00	0.00	100.00%
Other Employee Benefits	5,352.86	0.00	734.60	618.26	4,000.00	25.27%
TOTAL OTHER EMPLOYEE BENEFITS	9,796.86	4,444.00	5,178.60	618.26	4,000.00	52.86%
TOTAL SALARIES & BENEFITS	4,992,607.86	496,975.30	3,185,467.89	239,406.08	1,567,733.89	63.80%
2000 - SUPPLIES						
2100 - GENERAL ADMINISTRATIVE SUPPLIES						
Office Supplies	44,880.04	3,581.41	19,599.88	8,111.77	17,168.39	61.75%
Program Supplies	106,800.34	4,849.37	48,882.54	24,283.71	33,634.09	68.51%
Cataloging/Processing Supplies	13,665.28	10.30	4,056.77	1,989.70	7,618.81	44.25%
Postage	20,000.00	0.00	7,963.46	2,620.94	9,415.60	52.92%
Janitorial Supplies	3,750.00	233.15	897.51	544.50	2,307.99	61.54%
TOTAL GENERAL ADMIN SUPPLIES	189,095.66	8,674.23	81,400.16	37,550.62	70,144.88	43.05%
2200 - PROPERTY MAINTENANCE / REPAIR						
Property Maintenance & Repair	15,200.00	741.65	11,458.23	3,636.72	105.05	99.31%
2300 - VEHICLE FUEL AND SUPPLIES						
Vehicle Fuel	4,000.00	68.00	136.00	2,864.00	1,000.00	75.00%
Vehicle Supplies	1,000.00	0.00	809.16	0.00	190.84	80.92%
	5,000.00	68.00	945.16	2,864.00	1,190.84	76.18%
2500 - SUPPLIES PURCHASED FOR RESALE						
Supplies for Resale	48,644.20	3,979.94	26,202.38	7,711.50	14,730.32	69.72%
TOTAL SUPPLIES	257,939.86	13,463.82	120,005.93	51,762.84	86,171.09	46.52%
3000 - PURCHASED & CONTRACTED SERVICES						
3100 - TRAVEL EXPENSES						
Mileage	12,129.40	638.79	4,441.46	6,359.02	1,328.92	89.04%
In-House Seminars	13,000.00	1,000.00	6,200.00	1,000.00	5,800.00	55.38%
Conference/Meetings	35,300.81	115.00	19,344.46	2,942.71	13,013.64	63.14%
Membership Dues	5,358.00	339.00	2,440.00	262.00	2,656.00	50.43%
TOTAL TRAVEL EXPENSES	65,788.21	2,092.79	32,425.92	10,563.73	22,798.56	49.29%

Washington-Centerville Public Library
Expense Account Summary
For the Month of August 2024 and Year-to-Date

	Combined Appropriation	Combined Month- to-date Expenses	Combined Year-to- date Expenses	Combined Encumbrances	Combined Unencumbered Amount	Combined Expended Percent
3200 - COMMUNICATION / PRINTING / PUBLICITY						
Telephone	8,284.42	177.05	3,822.13	2,182.29	2,280.00	72.48%
Computer Data Line	58,581.66	3,339.72	19,382.56	27,407.92	11,791.18	79.87%
Postage Machine Rental	3,000.00	710.55	1,687.95	1,312.05	0.00	100.00%
Security Alarm	8,414.33	254.00	4,672.99	2,009.34	1,732.00	79.42%
Legal Ads	2,000.00	334.08	397.44	63.36	1,539.20	23.04%
Marketing & Advertising	8,580.00	418.38	3,513.38	4,470.62	596.00	93.05%
Printing/Publications	57,926.15	586.48	18,169.44	3,266.03	36,490.68	37.00%
TOTAL COMMUNICATION/PRINT/PUBLICIT	146,786.56	5,820.26	51,645.89	40,711.61	54,429.06	35.18%
3300 - PROPERTY MAINTENANCE / REPAIR / SECURITY						
Building & Site Repairs	198,604.66	12,103.38	175,881.31	8,336.00	14,387.35	92.76%
Equipment Maintenance	27,087.61	1,790.45	16,640.34	5,183.32	5,263.95	80.57%
Grounds & Snow Removal	147,069.64	8,740.00	18,008.60	52,385.20	76,675.84	47.86%
Janitorial Services	245,548.20	19,490.03	128,140.37	73,229.24	44,178.59	82.01%
Trash Services	13,558.37	1,015.39	7,725.28	5,807.96	25.13	99.81%
TOTAL PROPERTY MAINT/REPAIR/SECURITY	631,868.48	43,139.25	346,395.90	144,941.72	140,530.86	77.76%
3400 - INSURANCE						
Property Insurance	33,875.00	6.75	17,172.75	10,379.75	6,322.50	81.34%
3500 - RENTS & LEASES						
Rents & Leases	0.00	0.00	0.00	0.00	0.00	
3600 - UTILITIES						
Electricity	171,901.84	10,985.08	68,199.66	43,249.91	60,452.27	64.83%
Gas	77,307.74	1,816.91	22,919.23	40,630.98	13,757.53	82.20%
Water/Sewer	13,850.09	2,127.47	6,533.94	5,918.45	1,397.70	89.91%
TOTAL UTILITIES	263,059.67	14,929.46	97,652.83	89,799.34	75,607.50	71.26%
3700 - PROFESSIONAL SERVICES						
Speakers/Program Stipends	12,765.00	0.00	3,435.00	4,535.00	4,795.00	62.44%
Art and Other Exhibits	12,000.00	0.00	826.53	593.57	10,579.90	11.83%
Architect/Engineering Services	0.00	0.00	0.00	0.00	0.00	
Auditing & Accounting Services	500.00	0.00	29.40	0.00	470.60	5.88%
General Legal Services	15,506.25	0.00	300.00	4,700.00	10,506.25	32.25%
Labor Legal Services	10,000.00	3,282.50	6,182.50	3,817.50	0.00	100.00%
Tax Collection Fees	80,000.00	0.00	40,997.11	35,002.89	4,000.00	95.00%
Banking Fees	8,736.72	622.30	6,622.47	2,099.42	14.83	99.83%
TOTAL PROFESSIONAL SERVICES	139,507.97	3,904.80	58,393.01	50,748.38	30,366.58	78.23%
3800 - SOFTWARE MAINTENANCE						
Software Maintenance	245,611.03	5,121.75	166,420.69	3,098.66	76,091.68	69.02%
3900 - OTHER CONTRACTED SERVICES						
Temporary Contract Services	53,491.47	961.97	28,621.13	13,001.04	11,869.30	77.81%
Online Services	159,423.12	83.52	115,350.31	23,275.53	20,797.28	86.95%
Collection Development Services	6,600.00	400.00	4,489.50	1,310.50	800.00	87.88%
TOTAL OTHER CONTRACTED SERVICES	219,514.59	1,445.49	148,460.94	37,587.07	33,466.58	84.75%
TOTAL PURCHASED/CONTRACT SERVICES	1,746,011.51	76,460.55	918,567.93	387,830.26	439,613.32	74.82%
4000 - LIBRARY MATERIALS						
4100 - NEW BOOKS						
New Books	614,000.46	43,770.70	348,422.10	138,404.66	127,173.70	79.29%
Standing Orders/Continuations	29,544.57	506.13	9,350.66	10,868.18	9,325.73	68.44%
Book Rentals	65,917.65	159.25	62,277.49	1,285.40	2,354.76	96.43%
TOTAL NEW BOOKS	709,462.68	44,436.08	420,050.25	150,558.24	138,854.19	59.21%
4200 - PERIODICALS						
Periodicals	24,000.00	170.00	1,643.21	17,574.79	4,782.00	80.08%

Washington-Centerville Public Library
Expense Account Summary
For the Month of August 2024 and Year-to-Date

	Combined Appropriation	Combined Month- to-date Expenses	Combined Year-to- date Expenses	Combined Encumbrances	Combined Unencumbered Amount	Combined Expended Percent
4300 - AUDIO-VISUAL MATERIALS						
Dvd Movies	56,481.12	2,351.77	14,314.92	16,279.41	25,886.79	54.17%
Blu-Ray Movies	64,643.58	3,161.22	22,938.18	12,934.21	28,771.19	55.49%
Read Along Audiobooks	37,820.71	3,838.35	23,562.30	7,314.78	6,943.63	81.64%
Pre-Loaded Learning Tablets	22,355.56	0.00	10,144.00	6,081.00	6,130.56	72.58%
Books On CD	17,669.84	111.73	2,049.61	500.00	15,120.23	14.43%
Playaways	18,559.56	0.00	3,406.87	388.23	14,764.46	20.45%
'Brary Bags	3,654.46	58.26	1,222.80	1,696.73	734.93	79.89%
TOTAL AUDIO-VISUAL MATERIALS	221,184.83	9,521.33	77,638.68	45,194.36	98,351.79	55.53%
4500 - ONLINE LIBRARY DATABASES						
Online Subscriptions - Adult	117,536.06	5,805.34	76,642.60	20,509.66	20,383.80	82.66%
Online Subscriptions - Youth	6,485.00	0.00	3,258.82	997.31	2,228.87	65.63%
TOTAL ONLINE LIBRARY DATABASES	124,021.06	5,805.34	79,901.42	21,506.97	22,612.67	64.43%
4600 - COLLECTION DELIVERY SERVICES						
Search Ohio Delivery	13,000.00	0.00	11,079.47	0.00	1,920.53	85.23%
4800 - eMATERIALS						
eBOOKS	408,816.80	4,269.89	346,226.99	44,102.16	18,487.65	95.48%
Digital Music Services	42,000.00	0.00	39,735.00	0.00	2,265.00	94.61%
Digital Video Services	151,192.97	13,762.33	97,743.31	37,772.44	15,677.22	89.63%
Roku Subscription Services	23,000.00	0.00	18,902.79	0.00	4,097.21	82.19%
TOTAL E-MATERIALS	625,009.77	18,032.22	502,608.09	81,874.60	40,527.08	80.42%
4900 - LIBRARY MATERIALS-OTHER						
Special Learning Kits	50,072.67	433.19	14,205.68	13,112.46	22,754.53	54.56%
Board Game Collection	7,500.00	463.32	4,138.06	3,361.94	0.00	100.00%
TOTAL LIBRARY MATERIALS - OTHER	57,572.67	896.51	18,343.74	16,474.40	22,754.53	31.86%
TOTAL LIBRARY MATERIALS	1,774,251.01	78,861.48	1,111,264.86	333,183.36	329,802.79	81.41%
5000 - CAPITAL OUTLAY						
Land Improvements	25,000.00	0.00	0.00	0.00	25,000.00	0.00%
Building Improvements	83,500.00	0.00	67,594.53	1,240.00	14,665.47	82.44%
Hardware	145,012.36	1,358.84	45,496.54	5,886.41	93,629.41	35.43%
Software	71,600.00	13,000.00	14,439.52	0.00	57,160.48	20.17%
Office Furniture	16,800.00	0.00	2,227.77	97.26	14,474.97	13.84%
Library Furniture	66,209.00	0.00	1,781.04	14,217.69	50,210.27	24.16%
Library Vehicle	132.54	0.00	132.54	0.00	0.00	100.00%
TOTAL CAPITAL OUTLAY	408,253.90	14,358.84	131,671.94	21,441.36	255,140.60	32.25%
7000 - OTHER OBJECTS						
7100 - DUES & MEMBERSHIPS						
Organizational Dues	200.00	175.00	175.00	0.00	25.00	87.50%
Trustees Dues	12,000.00	0.00	11,353.00	647.00	0.00	100.00%
TOTAL DUES & MEMBERSHIPS	12,200.00	175.00	11,528.00	647.00	25.00	94.49%
7200 - TAXES AND ASSESSMENTS						
Real Estate Taxes	9,233.26	0.00	9,233.26	0.00	0.00	100.00%
State Sales Tax	2,839.71	0.00	2,365.93	2.00	471.78	83.39%
TOTAL TAXES AND ASSESSMENTS	12,072.97	0.00	11,599.19	2.00	471.78	96.08%
7500 - REFUNDS & REIMBURSEMENTS						
Patron Refunds	3,434.86	172.77	917.85	1,817.01	700.00	79.62%
TOTAL REFUNDS & REIMBURSEMENTS	3,434.86	172.77	917.85	1,817.01	700.00	26.72%
7900 - MISCELLANEOUS EXPENDITURES						
Miscellaneous	0.00	0.00	0.00	0.00	0.00	
TOTAL MISCELLANEOUS EXPENDITURES	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER OBJECTS	27,707.83	347.77	24,045.04	2,466.01	1,196.78	95.68%
8900 - CONTINGENCY						
Contingency	90,766.74	0.00	0.00	0.00	90,766.74	0.00%
TOTAL CONTINGENCY	90,766.74	0.00	0.00	0.00	90,766.74	0.00%

Washington-Centerville Public Library
Expense Account Summary
For the Month of August 2024 and Year-to-Date

	Combined Appropriation	Combined Month- to-date Expenses	Combined Year-to- date Expenses	Combined Encumbrances	Combined Unencumbered Amount	Combined Expended Percent
9000 - INTERFUND TRANSFERS OUT						
Transfers To Other Funds	2,000,000.00	0.00	0.00	0.00	2,000,000.00	0.00%
TOTAL INTERFUND	2,000,000.00	0.00	0.00	0.00	2,000,000.00	0.00%
TOTAL GENERAL FUND	11,297,538.71	680,467.76	5,491,023.59	1,036,089.91	4,770,425.21	57.77%
102 - UNCLAIMED FUNDS						
Interfund Transfers Out	0.00	0.00	0.00	0.00	0.00	
TOTAL INTERFUND	0.00	0.00	0.00	0.00	0.00	
401 - BUILDING FUND						
Legal Services	21,787.50	0.00	4,357.50	17,430.00	0.00	100.00%
Legal Advertisements	5,000.00	0.00	276.48	0.00	4,723.52	5.53%
Architect/Engineering	378,896.86	0.00	10,913.60	90,333.26	277,650.00	26.72%
Land Improvements	0.00	0.00	0.00	0.00	0.00	
Buildings	0.00	0.00	0.00	0.00	0.00	
Building Improvements - CV	3,734,589.31	0.00	179,799.52	0.00	3,554,789.79	4.81%
Building Improvements - WB	81,584.00	0.00	81,584.00	0.00	0.00	100.00%
Office Furniture	100,000.00	0.00	0.00	0.00	100,000.00	0.00%
Library Furniture	400,000.00	0.00	0.00	0.00	400,000.00	0.00%
TOTAL BUILDING FUND	4,721,857.67	0.00	276,931.10	107,763.26	4,337,163.31	8.15%
450 - PERMANENT IMPROVEMENT FUND--ILS						
Software	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
TOTAL PERMANENT IMPROVEMENT FUND-ILS	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
451 - PERMANENT IMPROVEMENT FUND--TECHNOLOGY						
Site Preparation	4,000.00	0.00	0.00	0.00	4,000.00	0.00%
Hardware	32,900.00	0.00	14,763.00	237.00	17,900.00	45.59%
Software	4,000.00	0.00	0.00	0.00	4,000.00	0.00%
TOTAL PERMANENT IMPROVEMENT FUND-TECHNOLOGY	40,900.00	0.00	14,763.00	237.00	25,900.00	36.67%
898-GOOD LIFE PRIVATE PURPOSE FUND						
Office & Program Supplies	0.00	0.00	0.00	0.00	0.00	
Program Supplies	4,720.20	0.00	0.00	4,660.00	60.20	98.72%
Printing / Publications	250.00	0.00	0.00	250.00	0.00	100.00%
TOTAL GOOD LIFE PRIVATE PURPOSE FUND	4,970.20	0.00	0.00	4,910.00	60.20	98.79%
999 PAYROLL CLEARING FUND						
Default Expense	0.00	99,005.87	640,814.75	0.00	-640,814.75	
Unum Expense	0.00	525.70	4,375.05	0.00	-4,375.05	
Delta Expense	0.00	1,231.30	10,349.27	0.00	-10,349.27	
Anthem Expense	0.00	12,475.64	101,835.56	0.00	-101,835.56	
TOTAL PAYROLL CLEARING FUND	0.00	113,238.51	757,374.63	0.00	(757,374.63)	
GRAND TOTAL ALL APPROPRIATIONS	\$16,070,266.58	\$793,706.27	\$6,540,092.32	\$1,149,000.17	\$8,381,174.09	47.85%

**Washington-Centerville Public Library
Expense Budget Summary - General Fund
For the Month of August 2024 and Year-to-Date**

	Monthly Appropriation	Monthly Expense	Favorable/ (Unfavorable)	YTD Appropriation	YTD Expense	Favorable/ (Unfavorable)
101 - GENERAL FUND						
1000 SALARIES & BENEFITS						
1100 - SALARIES & LEAVE BENEFITS						
Director/Managers	75,692.31	74,107.24	1,585.07	454,153.85	424,190.01	29,963.84
Library Specialist	170,884.62	166,295.45	4,589.17	1,025,307.69	973,853.45	51,454.24
Technician	24,980.77	16,665.60	8,315.17	149,884.62	135,834.52	14,050.10
Public Services Assistant	46,557.69	39,387.70	7,169.99	279,346.15	261,908.05	17,438.10
Substitute	7,096.15	5,834.69	1,261.46	42,576.92	28,770.29	13,806.63
Fiscal Officer	12,230.77	12,166.32	64.45	73,384.62	72,453.66	930.96
Administrative Support	53,711.54	48,545.71	5,165.83	322,269.23	283,957.02	38,312.21
Facilities	9,230.77	8,954.40	276.37	55,384.62	57,658.24	(2,273.62)
Library Aides	17,307.69	14,478.85	2,828.84	103,846.15	81,175.82	22,670.33
Driver	1,772.73	1,631.70	141.03	1,772.73	1,631.70	141.03
Shelving Assistants	12,115.38	13,556.13	(1,440.75)	72,692.31	73,678.28	(985.97)
TOTAL SALARIES & LEAVE BENEFITS	431,580.42	401,623.79	29,956.63	2,580,618.88	2,395,111.04	185,507.84
1400 - RETIREMENT-OPERS						
OPERS	36,483.03	37,249.84	(766.81)	358,256.37	360,592.01	(2,335.64)
1600 - INSURANCE BENEFITS						
Health Insurance	44,034.92	39,638.68	4,396.24	352,279.36	320,899.29	31,380.07
Health Savings Account	8,824.30	6,583.46	2,240.84	70,594.43	54,551.03	16,043.40
Dental Insurance	2,179.40	1,779.26	400.14	17,435.18	14,267.50	3,167.68
Medicare	6,264.81	5,425.24	839.57	37,588.85	31,700.59	5,888.26
Life Insurance	385.21	231.03	154.18	3,081.69	2,252.83	828.86
Workers' Compensation	0.00	0.00	0.00	950.00	915.00	35.00
TOTAL INSURANCE BENEFITS	61,688.64	53,657.67	8,030.97	481,929.51	424,586.24	57,343.27
1900 - OTHER EMPLOYEE BENEFITS						
Unemployment Benefits	4,444.00	4,444.00	0.00	4,444.00	4,444.00	0.00
Other Employee Benefits	0.00	0.00	0.00	2,676.43	734.60	1,941.83
TOTAL OTHER EMPLOYEE BENEFITS	4,444.00	4,444.00	0.00	7,120.43	5,178.60	1,941.83
TOTAL SALARIES & BENEFITS	534,196.09	496,975.30	37,220.79	3,427,925.20	3,185,467.89	242,457.31
2000 - SUPPLIES						
2100 - GENERAL ADMINISTRATIVE SUPPLIES						
Office Supplies	3,740.00	3,581.41	158.59	29,920.03	19,599.88	10,320.15
Program Supplies	8,701.62	4,849.37	3,852.25	74,718.62	48,882.54	25,836.08
Cataloging/Processing Supplies	1,138.77	10.30	1,128.47	9,110.19	4,056.77	5,053.42
Postage	3,000.00	0.00	3,000.00	13,336.53	7,963.46	5,373.07
Janitorial Supplies	395.83	233.15	162.68	2,416.67	897.51	1,519.16
TOTAL GENERAL ADMIN SUPPLIES	16,976.23	8,674.23	8,302.00	129,502.02	81,400.16	48,101.86
2200 - PROPERTY MAINTENANCE / REPAIR						
Property Maintenance & Repair	1,266.67	741.65	525.02	10,133.33	11,458.23	(1,324.90)
2300 - Vehicle Fuel & Supplies						
Vehicle Fuel	333.33	68.00	265.33	2,666.67	136.00	2,530.67
Vehicle Supplies	17.27	0.00	17.27	930.91	809.16	121.75
TOTAL VEHICLE FUEL & SUPPLIES	350.61	68.00	282.61	3,597.58	945.16	2,652.42
2500 - SUPPLIES PURCHASED FOR RESALE						
Supplies for Resale	4,053.68	3,979.94	73.74	32,429.47	26,202.38	6,227.09
TOTAL SUPPLIES	22,647.19	13,463.82	9,183.37	175,662.40	120,005.93	55,656.47
3000 - PURCHASED & CONTRACTED SERVICES						
3100 - TRAVEL EXPENSES						
Mileage	1,010.78	638.79	371.99	8,086.27	4,441.46	3,644.81
In-House Seminars	0.00	1,000.00	(1,000.00)	5,200.00	6,200.00	(1,000.00)
Conference/Meetings	603.65	115.00	488.65	23,420.32	19,344.46	4,075.86
Membership Dues	379.90	339.00	40.90	3,838.39	2,440.00	1,398.39
TOTAL TRAVEL EXPENSES	1,994.33	2,092.79	(98.46)	40,544.98	32,425.92	8,119.06

**Washington-Centerville Public Library
Expense Budget Summary - General Fund
For the Month of August 2024 and Year-to-Date**

	Monthly Appropriation	Monthly Expense	Favorable/ (Unfavorable)	YTD Appropriation	YTD Expense	Favorable/ (Unfavorable)
3200 - COMMUNICATION / PRINTING / PUBLICITY						
Telephone	679.32	177.05	502.27	5,567.13	3,822.13	1,745.00
Computer Data Line	4,881.81	3,339.72	1,542.09	39,054.44	19,382.56	19,671.88
Postage Machine Rental	0.00	710.55	(710.55)	1,500.00	1,687.95	(187.95)
Security Alarm	468.14	254.00	214.14	6,746.49	4,672.99	2,073.50
Legal Ads	50.00	334.08	(284.08)	450.00	397.44	52.56
Marketing & Advertising	617.76	418.38	199.38	6,108.96	3,513.38	2,595.58
Printing/Publications	1,737.78	586.48	1,151.30	35,334.95	18,169.44	17,165.51
TOTAL						
COMMUNICATION/PRINT/PUBLICITY	8,434.81	5,820.26	2,614.55	94,761.97	51,645.89	43,116.08
3300 - PROPERTY MAINTENANCE / REPAIR / SECURITY						
Building & Site Repairs	11,406.03	12,103.38	(697.35)	152,980.55	175,881.31	(22,900.76)
Equipment Maintenance	2,257.30	1,790.45	466.85	18,058.41	16,640.34	1,418.07
Grounds & Snow Removal	12,255.80	8,740.00	3,515.80	98,046.43	18,008.60	80,037.83
Janitorial Services	20,462.35	19,490.03	972.32	163,698.80	128,140.37	35,558.43
Trash Services	1,129.86	1,015.39	114.47	9,038.91	7,725.28	1,313.63
TOTAL PROPERTY MAINT/REPAIR/SECURITY	47,511.35	43,139.25	4,372.10	441,823.10	346,395.90	95,427.20
3400 - INSURANCE						
Property Insurance	0.00	6.75	(6.75)	22,696.25	17,172.75	5,523.50
3500 - RENTS & LEASES						
Rents & Leases	0.00	0.00	0.00	0.00	0.00	0.00
3600 - UTILITIES						
Electricity	17,517.42	10,985.08	6,532.34	114,083.89	68,199.66	45,884.23
Gas	3,450.87	1,816.91	1,633.96	62,212.06	22,919.23	39,292.83
Water/Sewer	1,222.38	2,127.47	(905.10)	7,966.41	6,533.94	1,432.47
TOTAL UTILITIES	22,190.67	14,929.46	7,261.21	184,262.36	97,652.83	86,609.53
3700 - PROFESSIONAL SERVICES						
Speakers/Program Stipends	1,262.12	0.00	1,262.12	6,459.13	3,435.00	3,024.13
Art and Other Exhibits	1,000.00	0.00	1,000.00	8,000.00	826.53	7,173.47
Architect/Engineering Services	0.00	0.00	0.00	0.00	0.00	0.00
Auditing & Accounting Services	0.00	0.00	0.00	80.00	29.40	50.60
General Legal Services	1,661.38	0.00	1,661.38	8,860.71	300.00	8,560.71
Labor Legal Services	900.00	3,282.50	(2,382.50)	6,400.00	6,182.50	217.50
Tax Collection Fees	0.00	0.00	0.00	44,800.00	40,997.11	3,802.89
Banking Fees	647.92	622.30	25.62	6,145.05	6,622.47	(477.42)
TOTAL PROFESSIONAL SERVICES	5,471.42	3,904.80	1,566.62	80,744.90	58,393.01	22,351.89
3800 - SOFTWARE MAINTENANCE						
Software Maintenance	3,625.51	5,121.75	(1,496.24)	160,206.88	166,420.69	(6,213.81)
3900 - OTHER CONTRACTED SERVICES						
Temporary Contract Services	4,457.62	961.97	3,495.65	35,660.98	28,621.13	7,039.85
Online Services	2,048.04	83.52	1,964.52	159,003.34	115,350.31	43,653.03
Collection Development Services	528.00	400.00	128.00	5,874.00	4,489.50	1,384.50
TOTAL OTHER CONTRACTED SERVICES	7,033.67	1,445.49	5,588.18	200,538.32	148,460.94	52,077.38
TOTAL PURCHASED/CONTRACT SERVICES	96,261.75	76,460.55	19,801.20	1,225,578.76	918,567.93	307,010.83
4000 - LIBRARY MATERIALS						
4100 - NEW BOOKS						
New Books	51,166.71	43,770.70	7,396.01	409,333.64	348,422.10	60,911.54
Standing Orders/Continuations	2,462.05	506.13	1,955.92	19,696.38	9,350.66	10,345.72
Book Rentals	197.75	159.25	38.50	65,126.64	62,277.49	2,849.15
TOTAL NEW BOOKS	53,826.51	44,436.08	9,390.43	494,156.66	420,050.25	74,106.41
4200 - PERIODICALS						
Periodicals	240.00	170.00	70.00	1,680.00	1,643.21	36.79

**Washington-Centerville Public Library
Expense Budget Summary - General Fund
For the Month of August 2024 and Year-to-Date**

	Monthly Appropriation	Monthly Expense	Favorable/ (Unfavorable)	YTD Appropriation	YTD Expense	Favorable/ (Unfavorable)
4300 - AUDIO-VISUAL MATERIALS						
Dvd Movies	5,252.74	2,351.77	2,900.97	35,470.14	14,314.92	21,155.22
Blu-Ray Movies	5,947.21	3,161.22	2,785.99	40,854.74	22,938.18	17,916.56
Read Along Audiobooks	2,815.54	3,838.35	(1,022.81)	26,558.54	23,562.30	2,996.24
Pre-Loaded Learning Tablets	1,788.44	0.00	1,788.44	15,201.78	10,144.00	5,057.78
Books On CD	1,696.30	111.73	1,584.57	10,884.62	2,049.61	8,835.01
Playaways	1,818.84	0.00	1,818.84	11,284.21	3,406.87	7,877.34
'Brary Bags	321.59	58.26	263.33	2,368.09	1,222.80	1,145.29
TOTAL AUDIO-VISUAL MATERIALS	19,640.67	9,521.33	10,119.34	142,622.13	77,638.68	64,983.45
4500 - ONLINE LIBRARY DATABASES						
Online Subscriptions - Adult	8,697.67	5,805.34	2,892.33	82,862.92	76,642.60	6,220.32
Online Subscriptions - Youth	0.00	0.00	0.00	3,923.43	3,258.82	664.61
TOTAL ONLINE LIBRARY DATABASES	8,697.67	5,805.34	2,892.33	86,786.35	79,901.42	6,884.93
4600 - COLLECTION DELIVERY SERVICES						
Search Ohio Delivery	0.00	0.00	0.00	13,000.00	11,079.47	1,920.53
4800 - eMATERIALS						
eBOOKS	8,585.88	4,269.89	4,315.99	374,473.29	346,226.99	28,246.30
Digital Music Services	0.00	0.00	0.00	39,900.00	39,735.00	165.00
Digital Video Services	12,599.41	13,762.33	(1,162.92)	100,795.31	97,743.31	3,052.00
Roku Subscription Services	575.00	0.00	575.00	20,700.00	18,902.79	1,797.21
TOTAL E-MATERIALS	21,760.29	18,032.22	3,728.07	535,868.60	502,608.09	33,260.51
4900 - LIBRARY MATERIALS-OTHER						
Special Learning Kits	4,251.12	433.19	3,817.93	33,068.21	14,205.68	18,862.53
Board Game Collection	833.33	463.32	370.01	4,166.67	4,138.06	28.61
TOTAL LIBRARY MATERIALS - OTHER	5,084.45	896.51	4,187.94	37,234.87	18,343.74	18,891.13
TOTAL LIBRARY MATERIALS	109,249.59	78,861.48	30,388.11	1,311,348.61	1,111,264.86	200,083.75
5000 - CAPITAL OUTLAY						
Land Improvements	2,083.33	0.00	2,083.33	16,666.67	0.00	16,666.67
Building Improvements	3,399.64	0.00	3,399.64	69,901.43	67,594.53	2,306.90
Hardware	2,547.33	1,358.84	1,188.49	123,468.99	45,496.54	77,972.45
Software	7,093.60	13,000.00	(5,906.40)	43,259.73	14,439.52	28,820.21
Office Furniture	1,627.08	0.00	1,627.08	10,291.67	2,227.77	8,063.90
Library Furniture	7,161.80	0.00	7,161.80	37,221.82	1,781.04	35,440.78
Library Vehicle	0.00	0.00	0.00	132.54	132.54	0.00
TOTAL CAPITAL OUTLAY	23,912.78	14,358.84	9,553.94	300,942.84	131,671.94	169,270.90
7000 - OTHER OBJECTS						
7100 - DUES & MEMBERSHIPS						
Organizational Dues	16.00	175.00	(159.00)	200.00	175.00	25.00
Trustees Dues	0.00	0.00	0.00	12,000.00	11,353.00	647.00
TOTAL DUES & MEMBERSHIPS	16.00	175.00	(159.00)	12,200.00	11,528.00	672.00
7200 - TAXES AND ASSESSMENTS						
Real Estate Taxes	0.00	0.00	0.00	9,233.26	9,233.26	0.00
State Sales Tax	0.00	0.00	0.00	2,839.71	2,365.93	473.78
TOTAL TAXES AND ASSESSMENTS	0.00	0.00	0.00	12,072.97	11,599.19	473.78
7500 - REFUNDS & REIMBURSEMENTS						
Patron Refunds	286.24	172.77	113.47	2,289.91	917.85	1,372.06
TOTAL REFUNDS & REIMBURSEMENTS	286.24	172.77	113.47	2,289.91	917.85	1,372.06
7900 - MISCELLANEOUS EXPENDITURES						
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER OBJECTS	302.24	347.77	(45.53)	26,562.88	24,045.04	2,517.84

**Washington-Centerville Public Library
Expense Budget Summary - General Fund
For the Month of August 2024 and Year-to-Date**

	Monthly Appropriation	Monthly Expense	Favorable/ (Unfavorable)	YTD Appropriation	YTD Expense	Favorable/ (Unfavorable)
8900 - CONTINGENCY						
Contingency	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
9000 - INTERFUND TRANSFERS OUT						
Transfers To Other Funds	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INTERFUND	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL GENERAL FUND	786,569.64	680,467.76	106,101.88	6,468,020.68	5,491,023.59	976,997.09

See Notes to the Financial Report

Washington-Centerville Public Library
Footnotes To The Monthly Financial Statements
For The Month Of August 2024 And Year-To-Date

Year-to-Date - Last Three Years

	Year to Date				Year to Date			
	2024	2023	\$ Change	% Change	2023	2022	\$ Change	% Change
GENERAL FUND:								
REVENUE								
Public Library Fund	1,832,996	2,008,955	(175,959)	-8.8%	2,008,955	2,065,108	(56,153)	-2.7%
Operating Levy	5,011,514	4,836,945	174,569	3.6%	4,836,945	4,754,682	82,263	1.7%
Federal, State and Local Grants	3,573	2,000	1,573	78.7%	2,000	3,750	(1,750)	-46.7%
Patron Fines, Fees, Patron Supplies	94,209	77,808	16,401	21.1%	77,808	76,720	1,088	1.4%
Interest Income	515,653	319,093	196,560	61.6%	319,093	30,318	288,775	952.5%
Donations	20,407	23,055	(2,648)	-11.5%	23,055	39,037	(15,982)	-40.9%
Refunds/Reimbursements	10,531	12,580	(2,049)	-16.3%	12,580	1,612	10,968	680.4%
Miscellaneous	159	269	(110)	-41.0%	269	226	43	19.0%
Total Revenue	7,489,042	7,280,705	208,337	2.9%	7,280,705	6,971,453	309,252	4.4%
EXPENDITURES								
Salaries	2,395,111	1,977,839	417,272	21.1%	1,977,839	1,848,384	129,455	7.0%
Retirement	360,592	482,677	(122,085)	-25.3%	482,677	433,140	49,537	11.4%
Insurance & Other Benefits	429,765	420,719	9,046	2.2%	420,719	378,099	42,620	11.3%
Supplies	120,006	86,699	33,307	38.4%	86,699	75,703	10,996	14.5%
Purchased / Contract Services	918,568	729,685	188,883	25.9%	729,685	790,865	(61,180)	-7.7%
Library Materials	1,111,265	978,981	132,284	13.5%	978,981	902,306	76,675	8.5%
Capital Outlay	131,672	178,491	(46,819)	-26.2%	178,491	189,418	(10,927)	-5.8%
Other Expenditures	24,045	17,068	6,977	40.9%	17,068	14,026	3,042	21.7%
Transfers to Other Funds	-	10,000	(10,000)	-100.0%	10,000	3,000,043	(2,990,043)	-99.7%
Total Expenditures	5,491,024	4,882,159	608,865	12.5%	4,882,159	7,631,984	(2,749,825)	-36.0%
Net Change in Fund Balance	1,998,018	2,398,546	(400,528)		2,398,546	(660,531)	3,059,077	

Budget versus Actual - Month and Year-to-Date

	Month				Year to Date			
	Budget	Actual	\$ Favorable/ (Unfavorable)	% Favorable/ (Unfavorable)	Budget	Actual	\$ Favorable/ (Unfavorable)	% Favorable/ (Unfavorable)
GENERAL FUND:								
REVENUE								
Public Library Fund	210,057	213,197	3,140	1.5%	1,904,300	1,832,996	(71,304)	-3.7%
Operating Levy	0	202,839	202,839	#DIV/0!	4,328,676	4,712,501	383,825	8.9%
Federal, State and Local Grants	0	0	0		307,500	302,586	(4,914)	-1.6%
Patron Fines, Fees, Patron Supplies	9,042	11,472	2,431	26.9%	78,833	94,209	15,375	19.5%
Interest Income	22,500	80,904	58,404	259.6%	175,000	515,653	340,653	194.7%
Donations	697	105	(591)	-84.9%	23,164	20,407	(2,757)	-11.9%
Refunds/Reimbursements	300	1,585	1,285	428.4%	7,800	10,531	2,731	35.0%
Miscellaneous	4	8	4	103.0%	33	159	125	375.8%
Total Revenue	242,600	510,112	267,512	110.3%	6,825,306	7,489,042	663,736	9.7%
EXPENDITURES								
Salaries	431,580	401,624	29,957	6.9%	2,580,619	2,395,111	185,508	7.2%
Retirement	36,483	37,250	(767)	-2.1%	358,256	360,592	(2,336)	-0.7%
Insurance & Other Benefits	66,133	58,102	8,031	12.1%	489,050	429,765	59,285	12.1%
Supplies	22,647	13,464	9,183	40.5%	175,662	120,006	55,656	31.7%
Purchased / Contract Services	96,262	76,461	19,801	20.6%	1,225,579	918,568	307,011	25.1%
Library Materials	109,250	78,861	30,388	27.8%	1,311,349	1,111,265	200,084	15.3%
Capital Outlay	23,913	14,359	9,554	40.0%	300,943	131,672	169,271	56.2%
Other Expenditures	302	348	(46)	-15.1%	26,563	24,045	2,518	9.5%
Contingency	0	0	0		0	0	0	
Transfers to Other Funds	0	0	0		0	0	0	
Total Expenditures	786,570	680,468	106,102	-13.5%	6,468,021	5,491,024	976,997	15.1%
Net Change in Fund Balance	(543,970)	(170,356)	373,614		357,285	1,998,018	1,640,733	

Washington-Centerville Public Library
Notes to the Financial Report
For the Month of August 2024 and Year-to-Date

Monthly Cash Position and Reconciled Balances

The Monthly Cash Position Statement shows a slight decrease in overall balances from July. These decreases were anticipated, and will be discussed more in-depth in the Revenue and Expense Reports. The overall reasoning for anticipating these decreases were that August was a three payroll month.

Revenue Summary and Revenue Budget Summary

The General Fund revenue was stronger than anticipated in August.

1 - Public Library Fund came in above anticipated amounts for only the second time this year. For the month of August, we received 1.5% more than our initial estimates. These strong revenues have continued into the month of September, with us receiving about 2.4% more than estimates. As can be noted from the Revenue Budget Summary, we are nearly 3.75% under estimated amounts.

2 - Due to the timing of property tax advances, we received one additional amount at the beginning of August. This was not reflected in our budget estimates. With this amount, we had collected nearly 103% of the estimated revenues. With the final settlement that was received on September 6th, we ended up collecting about 108% of the levy amount. As has been discussed, the estimated revenue amount is based on 95% collection. However, we continue to be nearly 100%

3 - Interest income continues to be stronger than anticipated. Overall, we were \$3,000 higher than anticipated amounts for the month of August.
a - U.S. Bank was \$5,000 more than estimates due to another investment being called.
b - STAR Ohio was about \$1,500 higher than estimates, as interest rates continue to be strong. The average daily rate for the month of August was 5.42%
c - PNC interest was nearly \$3,500 less than anticipated. This is due to the timing of interest receipts. These amounts were received at the beginning of September.

Expense Account Summary and Expense Budget Summary

1 - Salaries and benefits accounts for about 73% of all expenditures last month. This was slightly higher than the percentage we anticipated to spend for the month. However, we did end up spending about 7% less on salaries and benefits than we had budgeted.

Retirement benefits continue to come in slightly higher than anticipated. As we move toward the end of the fiscal year, this is an item that we may need to monitor and potentially make an appropriation transfer to cover.

Insurance benefits continue to come in under estimates. The main reason for this is that there have been several positions that we anticipated hiring that have not been filled yet. Additionally, due to several employees leaving, Health Savings Account expenditures have been lower than anticipated due to provisional employees not yet become eligible for library-paid contributions

2 - Supplies as a whole continue to come in well under budgeted amounts. So far for the year, these amounts are about 32% under budget. When looking back at 2023 fiscal year-end amounts, we were about 47% under budget. This indicates that, while adjustments have been made to the budgeting process, there are still additional changes necessary.

General Administrative Supplies are 37% under budget for the year. Office supplies will require some adjustments moving into next year. The amount of supplies being ordered for Congress Park are far less than anticipated. Program supplies is also far less than anticipated. As we are moving into the 2025 Appropriations process, we are asking the departments to provide more details on their plans for these supplies. Two departments have been asking for far more than they are tending to spend on an annual basis.

Property Maintenance supplies have been far exceeding budgeted amounts. This is mainly due to several larger scale projects that have occurred during 2024.

Vehicle fuel and supplies was an area that we were not sure how to budget for 2024. As we have moved into more regular usage of the van, the methodology for budgeting for 2025 has become more clear.

Supplies purchased for resale is another area that likely will require adjustment. Creativity Commons continues to spend the money that they had budgeted, but other departments have been far lagging behind their budgets.

Washington-Centerville Public Library
Notes to the Financial Report
For the Month of August 2024 and Year-to-Date

3 - Contract services continue to be well under budget. Some of the most significant reasons for coming in under budget are:

a - Grounds and snow removal are 83% under budget. This points to two things: (1) These items were likely over budgeted to begin with, (2) The monthly allocation of these items should be weighted toward the winter months and the potential for snow

b - Janitorial services need to be adjusted moving into next year. The Cintas cost has been less than anticipated, and the costs for Congress Park are also less than we had initially anticipated

c - Utilities costs were over budgeted to start. Specifically, the amounts for Centerville need to be significantly adjusted during the 2025 budget process. Costs have been about half of what we initially estimated.

4 - Library materials are 15% under budgeted amounts. New books makes up about a third of this amount, and can largely be dependent on books on order being available. Another large portion of this is related to audio-visual materials. As these materials and patron preferences continue to change, it is likely that the amounts budgeted will decrease, in favor of more electronic materials.

E Books are another area that are under budget. This is due to costs for Overdrive Advantage Plus, Kanopy, and Libby extras being less than anticipated

**Washington-Centerville Public Library
Listing of Investments
For the Month Ended August 31, 2024**

US BANK INVESTMENTS

CUSIP #	Par Value	Rate	Maturity Date	Next Call	Purchase Price	Anticipated Annual Income
Federal Farm Credit Bank						
3133EPY74	\$ 500,000.00	5.35%	1/26/2027	Constant	\$ 500,000.00	\$ 13,375.00
Federal Home Loan Bank						
3130AKWM4	\$ 300,000.00	0.30%	11/26/2024	None	\$ 300,000.00	\$ 1,125.00
3130AUEZ3	\$ 200,000.00	5.22%	1/27/2025	10/27/2024	\$ 200,000.00	\$ 5,220.00
3130AS2V0	\$ 500,000.00	3.33%	5/23/2025	11/23/2024	\$ 500,000.00	\$ 16,650.00
3130ASXZ7	\$ 500,000.00	3.60%	8/28/2025	None	\$ 500,000.00	\$ 18,000.00
3130AW3Z1	\$ 500,000.00	5.00%	5/22/2026	11/22/2024	\$ 500,069.44	\$ 25,000.00
3130B1CV7	\$ 400,000.00	5.13%	8/13/2026	8/13/2025	\$ 401,354.17	\$ 15,375.00
3130B1ZE0	\$ 500,000.00	5.40%	7/16/2027	10/16/2024	\$ 501,385.00	\$ 13,425.00
3130B2EL5	\$ 300,000.00	5.25%	8/13/2027	11/13/2024	\$ 300,812.50	\$ 7,743.75
3130B2F42	\$ 600,000.00	4.58%	8/20/2027	8/20/2025	\$ 601,224.33	\$ 27,480.00
3130ASY94	\$ 250,000.00	4.20%	8/25/2027	11/25/2024	\$ 250,000.00	\$ 10,500.00
3130ASZ77	\$ 250,000.00	4.00%	8/25/2027	11/25/2024	\$ 250,000.00	\$ 10,000.00
3130B1CP0	\$ 400,000.00	5.13%	11/10/2027	11/10/2025	\$ 401,025.00	\$ 20,500.00
	<u>\$ 5,200,000.00</u>				<u>\$ 5,205,870.44</u>	<u>\$ 184,393.75</u>

PNC CAPITAL

CUSIP #	Par Value	Rate	Maturity Date		Purchase Price	Anticipated Annual Income
Freddie Mac						
3134GXDZ4	\$ 600,000.00	0.45%	11/25/2024	None	\$ 601,244.70	\$ 2,700.00
US Treasury Notes						
91282CGD7	\$ 150,000.00	4.25%	12/31/2024	None	\$ 152,264.27	\$ 6,375.00
91282CGN5	\$ 150,000.00	4.63%	2/28/2025	None	\$ 151,984.62	\$ 6,937.50
91282CHD6	\$ 200,000.00	4.25%	5/31/2025	None	\$ 199,550.20	\$ 8,500.00
91282CJS1	\$ 250,000.00	4.25%	12/31/2025	None	\$ 250,600.98	\$ 10,625.00
Total PNC	<u>\$ 1,350,000.00</u>				<u>\$ 1,355,644.77</u>	<u>\$ 35,137.50</u>

Total	\$ 6,550,000.00				\$ 6,561,515.21	\$ 219,531.25
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Anticipating investment to be called

**Washington-Centerville Public Library
Investment Schedules
For the Month Ended August 31, 2024**

Interest Income - Year-to-Date

	US Bank	PNC	STAR	Total
2024	\$ 172,820.13	\$ 22,416.04	\$ 320,416.70	\$ 515,652.87
2023	\$ 91,513.40	\$ 10,124.34	\$ 217,455.13	\$ 319,092.87
Change - YTD	\$ 81,306.73	\$ 12,291.70	\$ 102,961.57	\$ 196,560.00

Interest Income Schedule - Next Twelve Months

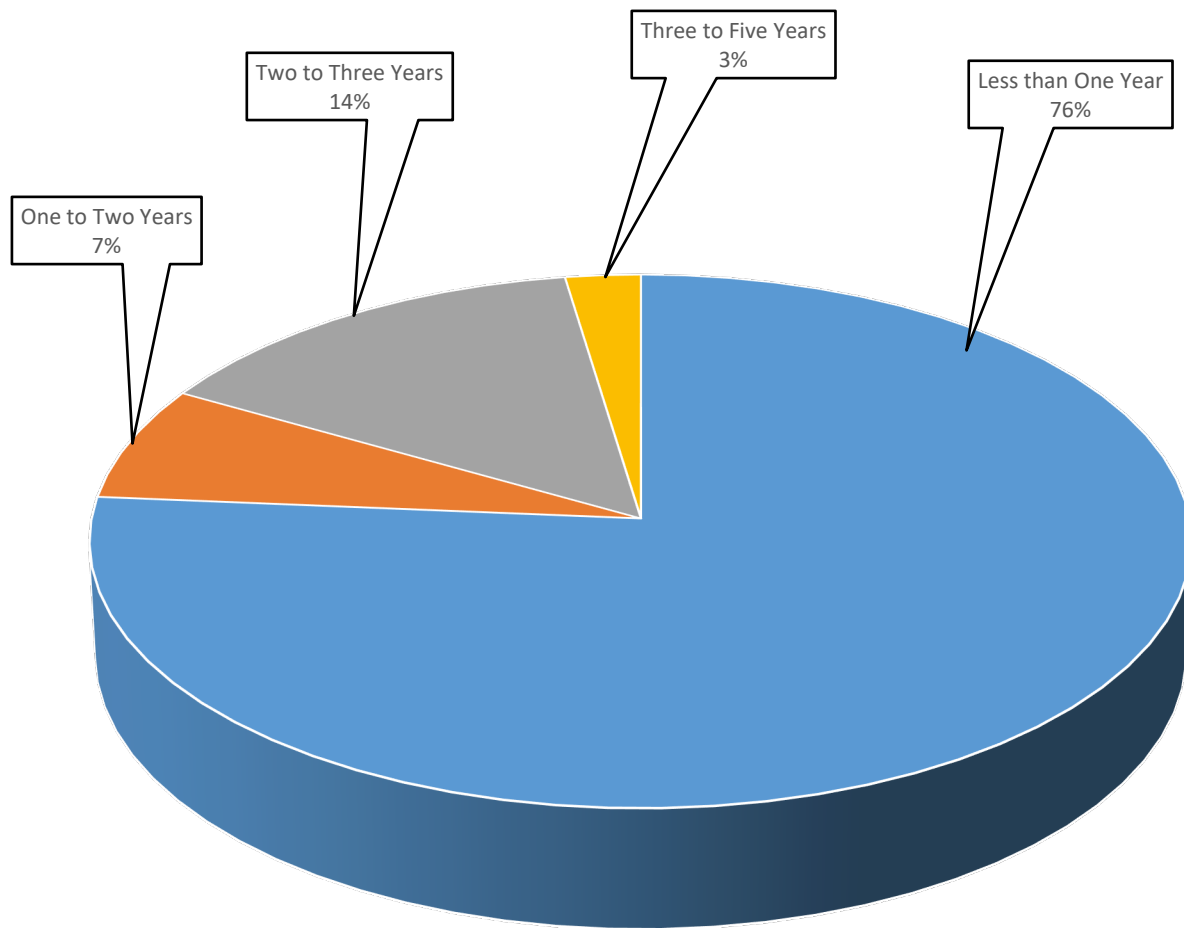
	US Bank	PNC	STAR (1)	Total
September	\$ -	\$ -	\$ 44,561.97	\$ 44,561.97
October	\$ -	\$ -	\$ 43,914.28	\$ 43,914.28
November	\$ 38,170.00	\$ 5,600.00	\$ 44,104.58	\$ 87,874.58
December	\$ -	\$ 5,312.50	\$ 44,295.70	\$ 49,608.20
January	\$ 32,020.00	\$ 3,187.50	\$ 40,637.75	\$ 75,845.25
February	\$ 51,433.75	\$ 3,468.75	\$ 40,798.61	\$ 95,701.11
March	\$ -	\$ -	\$ 40,960.11	\$ 40,960.11
April	\$ -	\$ -	\$ 41,122.24	\$ 41,122.24
May	\$ 37,945.00	\$ 5,600.00	\$ 41,285.02	\$ 84,830.02
June	\$ -	\$ 5,312.50	\$ 41,448.44	\$ 46,760.94
July	\$ -	\$ 3,187.50	\$ 41,612.50	\$ 44,800.00
August	\$ 24,825.00	\$ 3,468.75	\$ 41,777.22	\$ 70,070.97
	\$ 184,393.75	\$ 35,137.50	\$ 506,518.43	\$ 726,049.68

1 - Federal Reserve is now forecasting only one interest rate cut during 2024. As a result, projections were changed to reflect 5.3% interest rate into September, 5.20% until January 2025, and 4.75% thereafter

Investment Maturity Summary

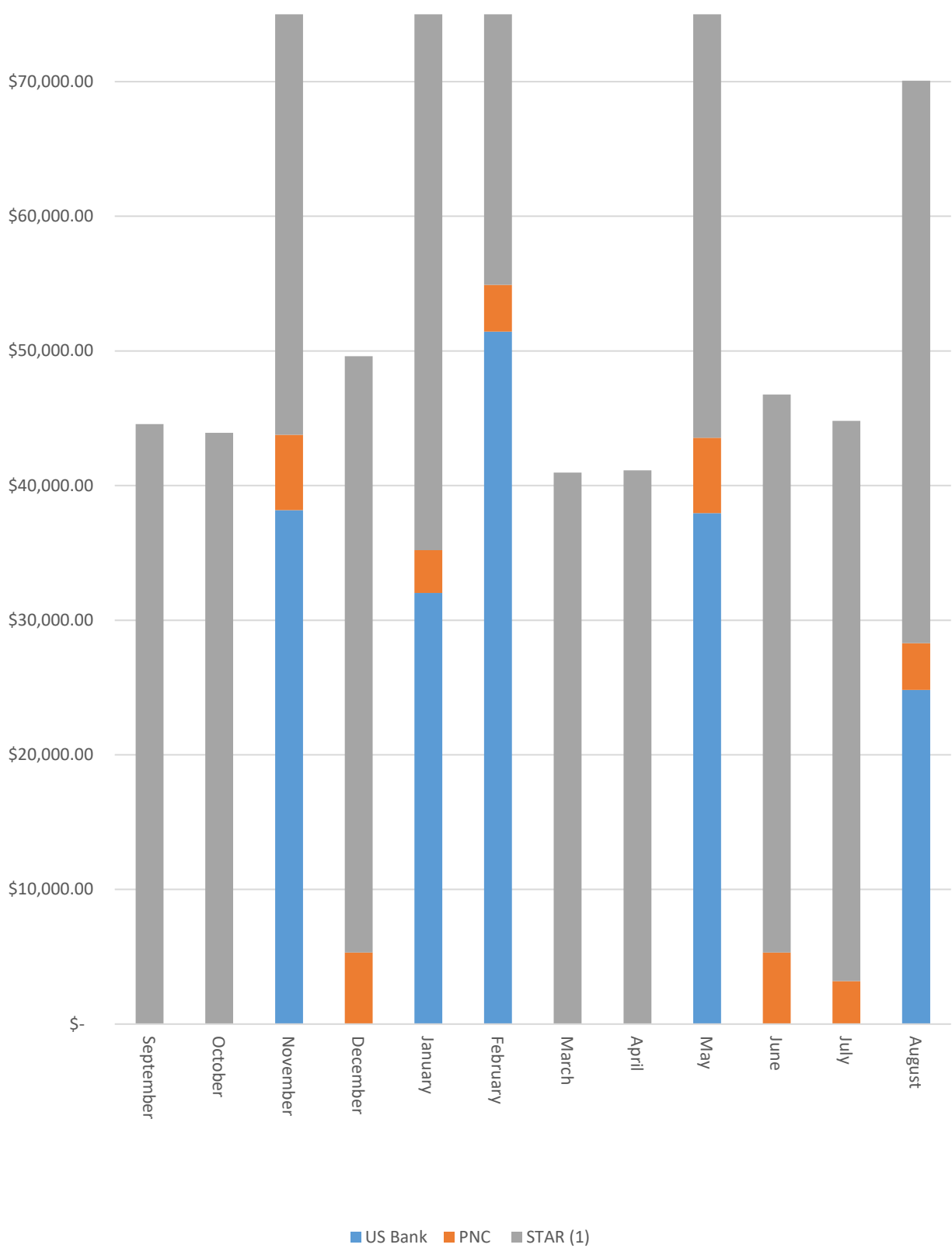
Agency	Less than One Year	One to Two Years	Two to Three Years	Three to Five Years	Total
STAR Ohio	\$ 10,089,504	\$ -	\$ -	\$ -	\$ 10,089,504
Money Market	\$ 34,330	\$ -	\$ -	\$ -	\$ 34,330
Federal Farm Credit Bank	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000
Federal Home Loan Bank	\$ 1,500,000	\$ 900,000	\$ 1,900,000	\$ 400,000	\$ 4,700,000
Freddie Mac	\$ 600,000	\$ -	\$ -	\$ -	\$ 600,000
US Treasury Notes	\$ 500,000	\$ 250,000	\$ -	\$ -	\$ 750,000
Total	\$ 12,723,833	\$ 1,150,000	\$ 2,400,000	\$ 400,000	\$ 16,673,833

Investment Laddering - Including STAR Ohio and PNC Money Market



■ Less than One Year ■ One to Two Years ■ Two to Three Years ■ Three to Five Years

Monthly Projected Investment Income - Next Twelve Months



Washington-Centerville Public Library
Notes to the Investment Report
For the Month of August 2024 and Year-to-Date

Investment Report

As we continue to move forward, the library's investments continue to change. During August, we saw two investments mature, and an A summary of the changes from last month:

Maturity				
Agency	Maturity Date	Interest Rate	Annual Income	
Federal Home Loan Bank	8/26/2024	0.33%	\$	990.00
Federal Home Loan Bank	8/28/2024	3.50%	\$	8,750.00

Called				
Agency	Maturity Date	Interest Rate	Annual Income	
Federal Home Loan Bank	11/24/2026	5.63%	\$	16,890.00

Purchases				
Agency	Maturity Date	Interest Rate	Annual Income	
Federal Home Loan Bank	8/13/2027	5.25%	\$	15,750.00
Federal Home Loan Bank	46,619.00	4.58%	\$	13,740.00

1 - Interest Income continues to far outpace 2023. Amounts are nearly \$200,000 greater than last year.

2 - Interest income schedule over the last month has seen some changes since last month. Part of this reason is the called investment. Additional changes are related to the realization that there are several investments that are likely to be called soon. Anything with an interest rate greater than 5.2% has been noted as "Anticipated to be Called", and interest to reflect only the next six months. It is likely that, if called, we will only see three months of interest paid.

APPENDED TO SEPTEMBER 17, 2024 FINANCIAL REPORT
Washington-Centerville Public Library

ITEM A: Personnel Actions:

Hiring

- None

Promotions

- None

End of Provisionary

- Wyatt Schroeder, Public Services Team Liaison, 9/11/24, \$20.76 per hour

Change in Status

- None

Retirement

- None

Resignation/Termination

- Addison Henderson, Shelving Assistant, 8/14/24
- Claudia Hahn, Shelving Assistant, 8/20/24

Washington-Centerville Public Library Check Report

Check Number	Check Date	Vendor Name	Check Type	Amount
45756	8/23/2024	AES Ohio	Check	\$37.52
45757	8/23/2024	AES Ohio	Check	\$1,232.89
45758	8/23/2024	AMERICAN CITY BUSINESS JRNL	Check	\$170.00
45759	8/23/2024	AT&T	Check	\$177.05
45760	8/23/2024	BUCKEYE POWER SALES CO., INC	Check	\$705.00
45761	8/23/2024	CENTERVILLE CITY SCHOOLS	Check	\$39,638.68
45762	8/23/2024	CHARTER COMMUNICATIONS	Check	\$159.98
45763	8/23/2024	DELTA DENTAL	Check	\$1,779.26
45764	8/23/2024	HOME DEPOT CREDIT SERVICES	Check	\$192.67
45765	8/23/2024	IGS Energy	Check	\$5,686.57
45766	8/23/2024	LEVEL 3 COMMUNICATIONS LLC	Check	\$408.99
45767	8/23/2024	One America	Check	\$231.03
45768	8/23/2024	PITNEY BOWES GLOBAL FINANCIAL	Check	\$488.70
45769	8/23/2024	SILCO FIRE PROTECTION COMPANY	Check	\$1,888.75
45770	8/23/2024	STAPLES BUSINESS ADVANTAGE	Check	\$588.97
45771	8/23/2024	Trigon Imaging Solutions	Check	\$1,709.10
45772	8/23/2024	WORLD TRADE PRESS	Check	\$1,405.34
45773	8/30/2024	AES Ohio	Check	\$366.44
45774	8/30/2024	Amazon Capital Services, Inc.	Check	\$3,084.29
45775	8/30/2024	DIGITAL FRINGE	Check	\$170.02
45776	8/30/2024	DONNELSON MCCARTHY	Check	\$311.53
45777	8/30/2024	KROGER CO.	Check	\$332.59
45778	8/30/2024	KRONOS SAASHR, INC	Check	\$13,000.00
45779	8/30/2024	MONTGOMERY COUNTY	Check	\$1,595.92
45780	8/30/2024	OHIO LIBRARY COUNCIL	Check	\$45.00
45781	8/30/2024	PARALLEL TECHNOLOGIES INC.	Check	\$3,181.55
45782	8/30/2024	RIECK MECHANICAL	Check	\$2,176.91
45783	8/30/2024	SILCO FIRE PROTECTION COMPANY	Check	\$1,135.72
45784	8/30/2024	STAPLES BUSINESS ADVANTAGE	Check	\$300.23
45785	8/30/2024	TODAY'S BUSINESS SOLUTIONS	Check	\$83.52
45786	8/30/2024	TRANSFORMATIONS PLUS	Check	\$1,332.00
45787	8/30/2024	Trigon Imaging Solutions	Check	\$1,120.49
45788	8/30/2024	Zoobean, Inc.	Check	\$2,556.75
45789	9/6/2024	Computerized Meter Resetting System for FP	Check	\$750.00
45790	9/6/2024	Amazon Capital Services, Inc.	Check	\$3,402.67
45791	9/6/2024	BONHAM ELECTRIC	Check	\$370.00
45792	9/6/2024	CADRE COMPUTER RESOURCES CO.	Check	\$6,975.00
45793	9/6/2024	CenterPoint Energy	Check	\$61.27
45794	9/6/2024	CenterPoint Energy	Check	\$777.81
45795	9/6/2024	CenterPoint Energy	Check	\$369.11
45796	9/6/2024	CHARD SNYDER & ASSOCIATES	Check	\$125.00
45797	9/6/2024	CHARTER COMMUNICATIONS	Check	\$179.96
45798	9/6/2024	COOL CRITTERS OUTREACH, LLC	Check	\$260.00
45799	9/6/2024	DEMCO, INC.	Check	\$86.02
45800	9/6/2024	DSS SWEEPING SERVICE	Check	\$202.28

Check Number	Check Date	Vendor Name	Check Type	Amount
45801	9/6/2024	RESERVE ACCOUNT	Check	\$1,500.00
45802	9/6/2024	STAPLES BUSINESS ADVANTAGE	Check	\$338.58
45803	9/6/2024	WYSO	Check	\$210.00
45804	9/17/2024	BAKER & TAYLOR, INC	Check	\$941.59
45805	9/17/2024	BRODART CO.	Check	\$23,651.30
45806	9/17/2024	BUCK RUN COMMERCIAL DOORS	Check	\$330.00
45807	9/17/2024	CenterPoint Energy	Check	\$834.66
45808	9/17/2024	CHARTER COMMUNICATIONS	Check	\$512.41
45809	9/17/2024	CINTAS CORPORATION	Check	\$2,019.64
45810	9/17/2024	COLLECTIVE SPACES DESIGN WORKS	Check	\$14,217.69
45811	9/17/2024	CREATIVE IMPRESSIONS, INC.	Check	\$364.00
45812	9/17/2024	DIGITAL FRINGE	Check	\$5.62
45813	9/17/2024	DONNELON MCCARTHY	Check	\$1,183.81
45814	9/17/2024	Dow Jones & Company	Check	\$2,520.00
45815	9/17/2024	GLEASON PROPERTY SERVICES, LLC	Check	\$13,520.00
45816	9/17/2024	Judith A. Dunlap	Check	\$59.99
45817	9/17/2024	KANOPY, INC.	Check	\$1,495.00
45818	9/17/2024	LEVEL 3 COMMUNICATIONS LLC	Check	\$408.55
45819	9/17/2024	MARY M. MOBLEY	Check	\$27.99
45820	9/17/2024	MIDWEST TAPE	Check	\$17,642.75
45821	9/17/2024	MORNINGSTAR, INC.	Check	\$4,928.00
45822	9/17/2024	OVERDRIVE, INC.	Check	\$9,012.09
45823	9/17/2024	PAMELA K. HUHNS	Check	\$34.99
45824	9/17/2024	PLAYAWAY PRODUCTS, LLC	Check	\$5,051.30
45825	9/17/2024	RUMPKE OF OHIO, INC.	Check	\$823.24
45826	9/17/2024	T-Mobile	Check	\$968.28
45827	9/17/2024	Trigon Imaging Solutions	Check	\$763.45
45828	9/17/2024	UNIQUE MANAGEMENT SERVICES INC	Check	\$419.35
45829	9/17/2024	World Archives Holdings, LLC	Check	\$6,764.00
2021000464	8/22/2024	OPERS	EFT	\$37,249.84
2021000467	8/30/2024	INTERNAL REVENUE SERVICE	EFT	\$1,863.56
2021000468	8/30/2024	U.S. BANK	EFT	\$622.30
2021000469	8/30/2024	OHIO DEPT. OF JOB AND FAMILY	EFT	\$4,444.00
2021000470	9/2/2024	HealthEquity	EFT	\$6,583.46
2021000471	9/13/2024	INTERNAL REVENUE SERVICE	EFT	\$1,722.16
2021000472	9/17/2024	A.J. SCHWAB	EFT	\$33.10
2021000473	9/17/2024	ALYSSA FRAZIER	EFT	\$6.42
2021000474	9/17/2024	DAVE KENT	EFT	\$33.24
2021000475	9/17/2024	JAMIE GARCIA	EFT	\$32.56
2021000476	9/17/2024	KATHERINE GOETZ	EFT	\$6.42
2021000477	9/17/2024	JENNY CATRI	EFT	\$5.71
2021000478	9/17/2024	Gregg McCullough	EFT	\$4.49
2021000479	9/17/2024	Rachel Knight	EFT	\$26.64
2021000480	9/17/2024	RUTH ANNE ATTALLA	EFT	\$20.91
2021000481	9/17/2024	SCOTT ROYAL	EFT	\$6.42
2021000482	9/17/2024	TAMMY SIMPSON	EFT	\$13.42
2021000483	9/17/2024	Teri Herbstreit	EFT	\$23.96
2021000484	9/17/2024	JENELLE ALLEN	EFT	\$10.44

Check Number	Check Date	Vendor Name	Check Type	Amount
2021000485	9/17/2024	TARYN FILER	EFT	\$15.00
2021000486	9/17/2024	DEBE DOCKINS	EFT	\$5.03
2021000487	9/17/2024	DARRILYNN BREWSTER	EFT	\$41.21
2021000488	9/17/2024	Caitlin Spratt	EFT	\$12.06
2021000489	9/17/2024	SHELLY PERESIE	EFT	\$14.72
2021000490	9/17/2024	WILLIAM MENKER	EFT	\$38.93
2021000491	9/17/2024	Katherine Watson	EFT	\$64.72
2021000492	9/17/2024	DANIEL DORNEY	EFT	\$11.08
	8/16/2024	Payroll #17	ACH	132,719.27
	8/30/2024	Payroll #18	ACH	133,049.70
	9/13/2024	Payroll #19	ACH	130,389.14
				<u>\$660,470.77</u>

New Business

Appropriation Transfer Information
September 17, 2024

Transfer #1

This transfer is being requested by the Technical Services department. Patrons continue to move away from physical audio formats to digital. As a result, there is a predicted increase in Hoopla services over the next year. So we are asking for the following transfer to be made:

Account Code	Description	Increase/ (Decrease)
101.30.54840	Digital Video Services	\$ 16,000.00
101.30.54375	Books on CD	\$ (8,000.00)
101.30.54377	Playaways	\$ (8,000.00)

Transfer #2

Youth board games are proving to be immensely popular, and we are currently having difficulty with keeping up with the demand for these items at the current collection size. In order to purchase more books, we are proposing to move the following funds from Playaways to Youth Board Games:

Account Code	Description	Increase/ (Decrease)
101.12.54975	Board Games - Youth	\$ 500.00
101.30.54377	Playaways	\$ (500.00)

Transfer #3

The final transfer request is to pay the OhioNet membership fee for the year. This amount was included in the original budget for 2024, but then was missed during the appropriations process. The total amount due for this is \$1,893.24, and we currently have \$647.00 available. Search Ohio Delivery has already been paid for the year. To pay the membership for the year, we are proposing the following transfer:

Account Code	Description	Increase/ (Decrease)
101.00.57120	Membership Dues	\$ 1,246.24
101.30.54600	Search Ohio Delivery	\$ (1,246.24)

I am asking the board to approve these transfers.

RESOLUTION #024-005

RESOLUTION TO APPROVE NAMING OF THE ADMINISTRATION BUILDING ON CONGRESS PARK

The Board of Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio met in regular session on September 17, 2024, at 7:00 P.M. at the Centerville Library with the following members present:

Mr. Bowling	_____	Mrs. Herrick	_____
Mrs. Cline	_____	Mr. Nunna	_____
Mrs. Denison	_____	Mrs. Suttman	_____

_____ moved, _____ seconded of the following resolution:

WHEREAS, the Washington-Centerville Public Library appreciates the time, energy, and expertise all of the Trustees provide while serving on the Board; and

WHEREAS, throughout the history of the Washington-Centerville Public Library as a public institution, there have been several Trustees who served for more than 25 years:

- Laura Lucas (1930 – 1955)
- Celia Eliot (1946 – 1996)
- John Presbaugh (1950 – 1992)
- Dorothy Yeck (1966 – 1994); and

WHEREAS, these Trustees helped guide the library through periods of tremendous growth; and

WHEREAS, the naming of a facility is an appropriate recognition for such distinguished service,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Washington-Centerville Public Library in acknowledgement of the service of Laura Lucas, Celia Eliot, John Presbaugh, and Dorothy Yeck shall name the administration building located on Congress Park as The Legacy Administration Building; and

BE IT FURTHER RESOLVED, that the Board of Trustees directs that appropriate signage be placed within the building to recognize the above named Trustees and any other future Trustees who serve for more than 25 years; and

BE IT FINALLY RESOLVED, that an open house will be held once signage is in place to honor and celebrate the named Trustees.

Upon roll call on the adoption of the above resolution, the vote was as follows:

Mr. Bowling	_____	Mrs. Herrick	_____
Mrs. Cline	_____	Mr. Nunna	_____
Mrs. Denison	_____	Mrs. Suttman	_____

Passed: September 17, 2024

Board of Trustees

Washington-Centerville Public Library

Montgomery County, Ohio

CERTIFICATE

The undersigned, President and the Fiscal Officer of the Board of Library of the Washington-Centerville Public Library, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Library Trustees on September 17, 2024 and in appearing upon the official records of said Board.

President, Board of Trustees

Fiscal Officer, Board of Trustees

RESOLUTION #024-006

ACCEPTANCE OF THE MONTGOMERY COUNTY PUBLIC LIBRARY FUND
DISTRIBUTION FORMULA FOR 2025

The Board of Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio met in regular session on September 17, 2024 at 7:00 P.M. at the Centerville Library with the following members present:

Mr. Bowling	_____	Mrs. Herrick	_____
Mrs. Cline	_____	Mr. Nunna	_____
Mrs. Denison	_____	Mrs. Suttman	_____

_____ moved, _____ seconded of the following resolution:

WHEREAS, the Montgomery County Budget Commission, recognized that the Montgomery County Public Library Fund Distribution Formula, as agreed to by the four libraries and adopted by the Budget Commission in 1998, needed clarification and adjustment, and

WHEREAS, the Commission, at its meeting on August 29, 2019, instructed the four libraries to meet with staff representatives of the Commission to developed a revised the Funding Distribution Formula for the Public Library Fund, and

WHEREAS, the libraries met on several occasions, discussed new strategies for a principled, fair, and equitable distribution of the Public Library Fund, and

WHEREAS, the representatives of the Library Boards of the four public libraries in Montgomery County have agreed to adopt the new Public Library Fund Distribution Formula as distributed to each of the Library Boards, and

WHEREAS, the Library Boards of all four libraries endorsed the adoption of the agreed to formula commencing with calendar year 2021, and

WHEREAS, the Funding Distribution Formula will to serve the citizens of Montgomery County in a principled, fair, and equitable manner, now

THEREFORE BE IT RESOLVED, that the Board of Library Trustees of the Washington-Centerville Public Library accepts the Funding Distribution Formula for the allocation of the 2025 Public Library Fund by the Montgomery County Budget Commission.

Upon roll call on the adoption of the above resolution, the vote was as follows:

Mr. Bowling _____
Mrs. Cline _____
Mrs. Denison _____

Mrs. Herrick _____
Mr. Nunna _____
Mrs. Suttman _____

Passed: September 17, 2024

Board of Trustees

Washington-Centerville Public Library

Montgomery County, Ohio

CERTIFICATE

The undersigned, President and the Fiscal Officer of the Board of Trustees of the Washington-Centerville Public Library, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Library Trustees on September 17, 2024 and in appearing upon the official records of said Board.

President, Board of Trustees

Fiscal Officer

RESOLUTION NO. 024-007

APPROVAL OF TRANSFER FROM GENERAL FUND TO BUILDING FUND,

The Board of Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio met in regular session on September 17, 2024 at 7:00 pm at the Centerville Library with the following members present:

Mr. Bowling	_____	Mrs. Herrick	_____
Mrs. Cline	_____	Mr. Nunna	_____
Mrs. Denison	_____	Mrs. Suttman	_____

_____ moved, _____ seconded of the following resolution:

Whereas, the Board of Trustees of the Washington-Centerville Public Library approved the 2024 Annual Appropriations on December 12, 2023 through Resolution No. 023-022;

Whereas, as part of this resolution, the Board of Trustees approved the transfer of \$2,000,000 from the General Fund to the Building Fund;

Whereas, in anticipation of certain building improvements to be made at the Centerville Library, the appropriated transfer should be made to help prepare for these expenditures;

Therefore, be it resolved that the Board of Trustees of the Washington-Centerville Public Library authorizes this transfer to be made.

Upon roll call on the adoption of the above resolution, the vote was as follows:

Mr. Bowling	_____	Mrs. Herrick	_____
Mrs. Cline	_____	Mr. Nunna	_____
Mrs. Denison	_____	Mrs. Suttman	_____

Passed: September 17, 2024

Board of Trustees
Washington-Centerville Public Library
Montgomery County, Ohio

CERTIFICATE

The undersigned, President and the Secretary of the Board of Library of the Washington-Centerville Public Library, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Library Trustees on September 17, 2024 and in appearing upon the official records of said Board.

President, Board of Trustees

Fiscal Officer

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED
BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
AND CERTIFYING THEM TO THE COUNTY AUDITOR**

(Board of Library Trustees)

Revised Code, Secs, 5705.34 - 5705.35

The Board of Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio met in regular session on the 17th day of September 2024, at the Centerville Library with the following members present:

Mr. Bowling	_____	Mrs. Herrick	_____
Mrs. Cline	_____	Mr. Nunna	_____
Mrs. Denison	_____	Mrs. Suttman	_____

_____ moved the adoption of the following Resolution:

WHEREAS, This Board of Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio in accordance with the provisions of law, has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 2025 and

WHEREAS, The Budget Commission of Montgomery County, Ohio, has certified its action thereon to this Board, together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees of the Washington-Centerville Public Library, Montgomery County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

Washington-Centerville Library - Tax Year 2024/2025

SCHEDULE A
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION
AND COUNTY AUDITOR'S ESTIMATED TAX RATES

FUND	Amount Approved By Budget Commission Inside 10 M. Limitation	Amount To Be Derived From Levies Outside 10 M. Limitation	County Auditor's Estimate of Tax Rate To Be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
Washington-Centerville Library - Tax Year 2024/2025	Column I	Column II	III	IV
General Fund.....		5,290,516		3.00
TOTAL	0	5,290,516	0.00	3.00

Washington-Centerville Library - Tax Year 2024/2025

SCHEDULE B
LEVIES OUTSIDE 10 MILL LIMITATION
Carry to Sch A

FUND	Maximum Rate Authorized To Be Levied	County Auditor's Estimate Of Yield Of Levy (Carry To Sch A Column II)	
<p>GENERAL FUND:</p> <p>Current Expense Levy authorized by voters 11/02/21 for a CONT period of time</p>	<p align="center">3.00</p>	<p align="center">5,290,516</p>	

Tax Year 2024/2025

and be it further

RESOLVED, That the Fiscal Officer of the Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

_____ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

Mr. Bowling _____

Mrs. Herrick _____

Mrs. Cline _____

Mr. Nunna _____

Mrs. Denison _____

Mrs. Suttman _____

Adopted the 17th day of September 2024.

Fiscal Officer of Board of Library Trustees
Washington-Centerville Public Library
Montgomery County, Ohio

CERTIFICATE OF COPY

Original On File

The State of Ohio, Montgomery County,

I, John Monteith, Fiscal Officer of this Board of the Washington-Centerville Public Library, in said County, and in whose custody the files and Records of said Board required by the laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original minutes of the regular meeting now on file with said Board, that the foregoing has been compared by me with said original document, and that the same is a true and correct copy thereof.

WITNESS my signature, this 17th day of September, 2024.

Fiscal Officer of the Board of Library Trustees
Washington-Centerville Public Library
Montgomery County, Ohio

Tax Year 2024/2025

No:

BOARD OF LIBRARY TRUSTEES
Washington-Centerville Public Library
MONTGOMERY COUNTY, OHIO

RESOLUTION

ACCEPTING THE AMOUNTS AND RATES
AS DETERMINED BY THE BUDGET
COMMISSION AND AUTHORIZING THE
NECESSARY TAX LEVIES AND
CERTIFYING THEM TO THE COUNTY
AUDITOR.

(Board of Library Trustees)

Adopted September 17, 2024

_____ Fiscal Officer

Filed _____, 2024

_____ County Auditor

By _____ Deputy

PUBLIC ANNOUNCEMENT

The Washington-Centerville Public Library Board announces a vacancy on its Board of Trustees for the term January 1, 2025 to December 31, 2031. By Ohio law, the Centerville School District Board of Education appoints library trustees.

Interested applicants:

- Must be residents of the City of Centerville or Washington Township
- Must submit a letter of interest and current resume no later than October 11, 2024 which details the applicant's background, experience and skills in serving on policy setting boards as well as any special expertise concerning public libraries.
- Must mail the letter of interest and resume to
President of the Board of Trustees
Washington-Centerville Public Library
111 West Spring Valley Road
Centerville, OH 45458
- Must be available for personal interview if deemed necessary.

NAMING RIGHTS AND NAME RECOGNITION

The Washington-Centerville Public Library may recognize, as appropriate, the generosity of certain individuals, corporations, foundations, and other donors by naming buildings, rooms, special use areas, equipment, furnishings, collections, or endowments after them. [When considering naming rights and recognition, the Library shall be fair, impartial, and shall not discriminate on the basis of membership in any protective class.](#)

The Board of Trustees acknowledges that naming a collection, facility, or portion of a facility is a decision of immense importance. Naming or name recognition is set forth in this policy to ensure that such naming is consistent with the mission of the Washington-Centerville Public Library and its reputation as a public entity. Entering into a naming rights agreement does not constitute an endorsement of the individual or the entity and its services or products [and the Library will not make any statements that directly or indirectly advocate or endorse a donor's organization, products, or services.](#)

Naming opportunities are also available to honor an individual's extraordinary service to the Library, to the community, the public library profession, or to society at large. Such naming shall only be considered for an individual or family. The individual must have left the service of the library, either in the capacity of employee, volunteer, supporter, or trustee, for a period of no less than one year, unless excepted by the Board of Trustees.

Proposals for naming originating from staff or patrons should be submitted to the Library Director and should contain specific information in support thereof, including any guidelines on how the donated funds are to be used. If endorsed by the Library Director, the proposal will be forwarded to the Board of Trustees for approval.

Decisions regarding naming rights will be made in the best interests of the Library by the Board of Trustees, and the Board of Trustees has the right to decline any gift or reject any naming proposal. [The Board of Trustees reserves the right to decline any donation that would result in a conflict of interest or the appearance of a conflict of interest between the Library and the donor.](#)

Naming rights carry no power of direction or implied power of direction to the Library on matters of appointment of persons, policies, or any other library processes or activities. Decisions on the use or purpose of the space or item remains solely under the jurisdiction of the Director and the Board of Trustees.

This policy does not apply to gifts, grants, sponsorships, or unsolicited donations undertaken for charitable purposes without a naming agreement. See Accepting and Soliciting Gifts and Donations Policy.

Rooms and Special Use Areas

A proposal for naming a room or special use area of the Library after an individual will normally be considered when that person is a major benefactor to the Washington-Centerville Public Library and merits that recognition.

The naming of such a space generally requires a contribution of a percentage of the cost of the area in proportion to the total cost of the facility or project within the facility and must represent a majority share of the anticipated total cost. The proportion shall be determined at the time of the project by the Washington-Centerville Public Library Board of Trustees.

A proposal for naming a room or area in honor of a member of the community will also be considered when that person has given distinguished service to the Library and merits recognition in the Library's history.

Signage for named spaces shall be designed by the Library to ensure it meets branding standards and aesthetics of the space. The Board of Trustees shall have final approval of all wording. Signage shall be prominent, readily identifiable, and scaled to an appropriate size. A placard shall be featured in such space, as well. All references to the named area in promotional materials, directional signage, and library documents shall include the name of the individual, family, or corporation. [The Library's name, marks, or logo, shall not be issued by the donor in any form or medium without express written approval from the Board of Trustees.](#)

Naming rights will not extend beyond the normal life of the room or area and, as such, will normally not remain in place for more than 20 years. To the best of the Library's ability, a placard will remain in the location acknowledging the name and the contribution.

In the event the room or area is significantly altered in a timeframe less than 50% of the agreed upon time when the gift was made, the Washington-Centerville Public Library will carry the name forward in a similar capacity.

In no case shall a naming agreement result in additional cost to the Library.

Endowment Funds

A minimum of \$25,000 is required for the Board of Trustees to consider a named endowment. A named endowment may be requested by the donor or proposed by the Board of Trustees with permission of the individual or corporation to be named. The request shall be evaluated by the Board of Trustees for approval.

Deferred Gifts with Naming Rights

Each deferred gift plan will have a mutually signed agreement that specifies the type of plan, amount of the income payments, and the purpose and use of the deferred gift. People interested in developing this type of gift are encouraged to contact the Library Director to discuss the options. All plans for deferred gifts shall contain a written statement of intent with full details of the gift. Once a deferred gift has received formal acceptance by the Board of Trustees, the gift will be considered irrevocable.

If the donor fails to uphold the agreement, the Board of Trustees may withdraw the naming commitment. The Board of Trustees shall notify the donor regarding the consideration to

withdraw the name and provide a reasonable time, as determined at the sole discretion of the Board of Trustees, to correct the deficiency. In the event of removal of the naming, funds already collected shall not be returned to the donor.

Corporate Naming

Corporations that are compatible with the library's mission and, in the opinion of the Board of Trustees, reflect a positive influence on the library may be eligible for all naming opportunities, except for the naming of the library building. Such corporations must have a high ethical standard of business practice, as determined at the sole discretion of the Board of Trustees.

All signage and placards for corporate name recognition will follow the same standards as signs and placards for individuals. Corporate logos will be excluded from such signs and placards to avoid the appearance of commercial influence. If there is a corporate name change before the expiration of the naming agreement, the cost to change the name on the signage shall be the responsibility of the corporation.

Agreement

In all cases, a naming rights agreement shall be provided by the Board of Trustees and signed by all interested parties. This agreement shall clearly outline the forms of support to be provided and quantify the recognition to be given in return.

At a minimum, it must detail the following:

- Donation to be given to the Washington-Centerville Public Library by the proposed donor, and its monetary value
- Benefits to be given to the proposed donor by the Washington-Centerville Public Library, and the monetary value of those benefits, if any
- Location of the proposed recognition
- Content of the proposed recognition
- Duration of the proposed recognition
- Conditions under which the naming agreement may be terminated

Termination

The Board of Trustees reserves the right to terminate or alter a naming designation under unusual circumstances, or if an individual or organization named comes into disrepute at the Library or in the community at large. The purchaser of the naming rights may revoke such rights at any time with the understanding that there may be no refund of the purchaser's financial commitment.

Monthly Statistics

MONTHLY STATISTICS

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)
CIRCULATION												
Total Circulation	69,050	64,080	-7.2%	47,541	46,430	-2.3%	7	3	-57.1%	156,905	154,995	-1.2%
APPLICANT REGISTRATION												
Total Registrations	396	377	-4.8%	227	264	16.3%				623	641	2.9%
LIBRARY CARDHOLDERS												
Total Library Cardholders										64,229	67,203	4.6%
VISITORS												
Building Visitors	20,178	19,069	-5.5%	14,239	14,313	0.5%	1,614	1,793	11.1%	36,031	35,175	-2.4%
Website Visitors										91,237	126,081	38.2%
Total Visitors										127,268	161,256	26.7%
PATRON ASSISTANCE--ALL DEPT.												
Total Patron Assistance	4,657	4,649	-0.2%	3,544	4,180	17.9%	1,149	1,567	36.4%	9,350	10,396	11.2%
PROGRAMS												
Adult/General Programs	5	4	-20.0%	13	11	-15.4%	6	8	33.3%	47	50	6.4%
Adult/General Program Attendees	46	38	-17.4%	106	108	1.9%	117	171	46.2%	71,981	72,116	0.2%
Children's Programs	24	23	-4.2%	21	21	0.0%	0	0	0.0%	62	67	8.1%
Children's Program Attendees	764	716	-6.3%	826	814	-1.5%	0	0	0.0%	4,252	3,588	-15.6%
Teen Programs	5	8	60.0%	4	0	-100.0%	0	0	0.0%	10	9	-10.0%
Teen Program Attendees	125	118	-5.6%	31	0	-100.0%	0	0	0.0%	714	671	-6.0%
Total Library Programs	34	35	2.9%	38	32	-15.8%	6	8	33.3%	119	126	5.9%
Total Library Program Attendees	935	872	-6.7%	963	922	-4.3%	117	171	46.2%	76,947	76,375	-0.7%
ELECTRONIC DATABASE USAGE												
		Users/Month			Queries/Month							
Library-Owned Databases*	2,120	1,132	-46.6%	5,320	2,121	-60.1%						
OPLIN Databases*				2,771	1,990	-28.2%						
Total All Databases	2,120	1,132	-46.6%	8,091	4,111	-49.2%						

MONTHLY CIRCULATION

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)
PRINT CIRCULATION												
Adult Books	19,324	19,017	-1.6%	14,310	13,997	-2.2%	4	3	-25.0%	33,638	33,017	-1.8%
Juvenile Books	29,772	26,232	-11.9%	18,044	18,102	0.3%	3	0	-100.0%	47,819	44,334	-7.3%
Off Line Transactions										9	5	-44.4%
Periodicals	2,341	2,147	-8.3%	1,513	1,352	-10.6%	0	0	0.0%	3,854	3,499	-9.2%
Young Adult Books	2,429	2,324	-4.3%	1,610	1,770	9.9%	0	0	0.0%	4,039	4,094	1.4%
Total Print Circulation	53,866	49,720	-7.7%	35,477	35,221	-0.7%	7	3	-57.1%	89,359	84,949	-4.9%
AV CIRCULATION												
Audiobooks	2,485	2,598	4.5%	1,936	2,028	4.8%				4,421	4,626	4.6%
Movies (DVDs/Blu-rays)	11,421	10,210	-10.6%	8,954	7,786	-13.0%				20,375	17,996	-11.7%
Music (Compact Discs)	451	532	18.0%	482	506	5.0%				933	1,038	11.3%
Total AV Circulation	14,357	13,340	-7.1%	11,372	10,320	-9.3%				25,729	23,660	-8.0%
LIBRARY OF THINGS CIRCULATION												
Board Games	161	222	37.9%	134	163	21.6%	0	0	0.0%	295	385	30.5%
Library Bags	87	92	5.7%	50	58	16.0%				137	150	9.5%
Cultural Passes**	N/A	9	0.0%	N/A	9	0.0%	N/A	0	0.0%	0	18	0.0%
Hotspots	14	13	-7.1%	15	13	-13.3%	0	0	0.0%	29	26	-10.3%
Maker Kits	113	133	17.7%	65	82	26.2%	0	0	0.0%	178	215	20.8%
Streaming Devices	39	72	84.6%	35	53	51.4%	0	0	0.0%	74	125	68.9%
Streaming Device+Hotspot Combos**	N/A	10	0.0%	N/A	7	0.0%	N/A	0	0.0%	0	17	0.0%
Juvenile Tablets	404	464	14.9%	393	504	28.2%				797	968	21.5%
Total Library of Things Circulation	818	1,015	24.1%	692	889	28.5%	0	0	0.0%	1,510	1,904	26.1%
TOTAL PHYSICAL CIRCULATION												
Adult Circulation	31,863	30,655	-3.8%	24,021	22,740	-5.3%	4	3	-25.0%	55,888	53,398	-4.5%
Juvenile Circulation	34,673	31,037	-10.5%	21,862	21,871	0.0%	3	0	-100.0%	56,538	52,908	-6.4%
Young Adult Circulation	2,514	2,388	-5.0%	1,658	1,819	9.7%	0	0	0.0%	4,172	4,207	0.8%
Total Physical Circulation	69,050	64,080	-7.2%	47,541	46,430	-2.3%	7	3	-57.1%	116,598	110,513	-5.2%
SEARCHOHIO/OHIOLINK CIRCULATION												
SearchOhio/OhioLink Borrowed										1,216	1,273	4.7%
DIGITAL CIRCULATION												
eAudiobooks										15,196	17,168	13.0%
eBooks										20,100	19,911	-0.9%
eMusic										276	356	29.0%
eVideo										2,259	2,334	3.3%
eZines (Digital Magazines)										1,260	3,440	173.0%
Total Digital Circulation										39,091	43,209	10.5%

*NOTES: ELECTRONIC DATABASES: Some database statistical reporting is delayed. Full reporting is available the following month.

**Cultural Passes & Streaming Device+Hotspot Combos debuted April 2024

YEAR-TO-DATE STATISTICS

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)
CIRCULATION												
Total Circulation	424,733	403,133	-5.1%	299,374	285,542	-4.6%	36	51	41.7%	989,661	992,378	0.3%
APPLICANT REGISTRATION												
Total Registrations	2,583	2,522	-2.4%	1,454	1,404	-3.4%				4,037	3,926	-2.7%
LIBRARY CARDHOLDERS												
Total Library Cardholders										64,229	67,203	4.6%
VISITORS												
Building Visitors	129,124	118,257	-8.4%	89,164	88,551	-0.7%	9,128	11,228	23.0%	227,416	218,036	-4.1%
Website Visitors										468,731	899,352	91.9%
Total Visitors										696,147	1,117,388	60.5%
PATRON ASSISTANCE--ALL DEPT.												
Total Patron Assistance	23,152	26,024	12.4%	19,373	22,176	14.5%	6,608	9,056	37.0%	49,133	57,256	16.5%
PROGRAMS												
Adult/General Programs	44	47	6.8%	114	92	-19.3%	53	110	107.5%	329	382	16.1%
Adult/General Program Attendees	511	693	35.6%	1,171	1,122	-4.2%	757	2,610	244.8%	76,460	79,300	3.7%
Children's Programs	187	160	-14.4%	134	141	5.2%	0	0	0.0%	482	450	-6.6%
Children's Program Attendees	4,570	3,866	-15.4%	3,661	3,748	2.4%	0	0	0.0%	14,358	12,491	-13.0%
Teen Programs	42	38	-9.5%	19	12	-36.8%	0	0	0.0%	66	60	-9.1%
Teen Program Attendees	735	579	-21.2%	177	98	-44.6%	0	0	0.0%	1,648	1,510	-8.4%
Total Library Programs	273	245	-10.3%	267	245	-8.2%	53	110	107.5%	877	892	1.7%
Total Library Program Attendees	5,816	5,138	-11.7%	5,009	4,968	-0.8%	757	2,610	244.8%	92,466	93,301	0.9%
ELECTRONIC DATABASE USAGE	Users/Year-to-Date			Queries/Year-to-Date								
Library-Owned Databases	13,675	14,031	2.6%	25,322	23,689	-6.4%						
OPLIN Databases				18,529	24,886	34.3%						
Total All Databases	13,675	14,031	2.6%	43,851	48,575	10.8%						

YEAR-TO-DATE CIRCULATION

	CENTERVILLE			WOODBOURNE			CREATIVITY COMMONS			COMBINED		
	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)	2023	2024	%(+/-)
PRINT CIRCULATION												
Adult Books	122,266	124,199	1.6%	89,572	88,851	-0.8%	27	41	51.9%	211,865	213,091	0.6%
Juvenile Books	182,603	164,274	-10.0%	119,313	111,154	-6.8%	9	10	11.1%	301,925	275,438	-8.8%
Off Line Transactions										45	25	-44.4%
Periodicals	13,233	13,197	-0.3%	8,835	8,014	-9.3%	0	0	0.0%	22,068	21,211	-3.9%
Young Adult Books	13,271	13,378	0.8%	9,291	9,112	-1.9%	0	0	0.0%	22,562	22,490	-0.3%
Total Print Circulation	331,373	315,048	-4.9%	227,011	217,131	-4.4%	36	51	41.7%	558,465	532,255	-4.7%
AV CIRCULATION												
Audiobooks	14,431	15,018	4.1%	12,211	12,361	1.2%				26,642	27,379	2.8%
Movies (DVDs/Blu-rays)	71,052	64,316	-9.5%	52,987	47,985	-9.4%				124,039	112,301	-9.5%
Music (Compact Discs)	2,959	3,055	3.2%	3,168	3,467	9.4%				6,127	6,522	6.4%
Total AV Circulation	88,442	82,389	-6.8%	68,366	63,813	-6.7%				156,808	146,202	-6.8%
LIBRARY OF THINGS CIRCULATION												
Board Games	1,049	1,230	17.3%	693	1,097	58.3%	0	0	0.0%	1,742	2,327	33.6%
Library Bags	557	547	-1.8%	367	430	17.2%				924	977	5.7%
Cultural Passes**	0	40	0.0%	0	21	0.0%	0	0	0.0%	0	61	0.0%
Hotspots	116	86	-25.9%	109	130	19.3%	0	0	0.0%	225	216	-4.0%
Maker Kits	565	789	39.6%	440	522	18.6%	0	0	0.0%	1,005	1,311	30.4%
Streaming Devices	244	366	50.0%	214	253	18.2%	0	0	0.0%	458	619	35.2%
Streaming Device+Hotspot Combos**	0	46	0.0%	0	35	0.0%	0	0	0.0%	0	81	0.0%
Juvenile Tablets	2,342	2,567	9.6%	2,174	2,110	-2.9%				4,516	4,677	3.6%
Total Library of Things Circulation	4,873	5,671	16.4%	3,997	4,598	15.0%	0	0	0.0%	8,870	10,269	15.8%
TOTAL PHYSICAL CIRCULATION												
Adult Circulation	201,930	198,761	-1.6%	149,450	144,127	-3.6%	27	41	51.9%	351,407	342,929	-2.4%
Juvenile Circulation	209,175	190,699	-8.8%	140,344	132,070	-5.9%	9	10	11.1%	349,528	322,779	-7.7%
Young Adult Circulation	13,628	13,673	0.3%	9,580	9,345	-2.5%	0	0	0.0%	23,208	23,018	-0.8%
Total Physical Circulation	424,733	403,133	-5.1%	299,374	285,542	-4.6%	36	51	41.7%	724,143	688,726	-4.9%
SEARCHOHIO/OHIOLINK CIRCULATION												
SearchOhio/OhioLink Borrowed										9,309	8,916	-4.2%
DIGITAL CIRCULATION												
eAudiobooks										97,345	113,601	16.7%
eBooks										133,894	135,579	1.3%
eMusic										2,021	2,197	8.7%
eVideo										14,307	17,056	19.2%
eZines (Digital Magazines)										8,642	26,303	204.4%
Total Digital Circulation										256,209	294,736	15.0%

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**Cultural Passes & Streaming Device+Hotspot Combos debuted April 2024